Student Handbook

FALL 2010 / SPRING 2011

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student body book

fall 2010/spring 2011

calendar

body

book

hand

policies

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now what do you do?

1 On the first day of orientation, go to the Benson Center to pick up your student ID/meal card, mailbox key, and more. After day one, the card can be picked up at the Office of Residence Life and Housing, Benson 101.

2 Go to mail services to locate your postbox. If you pre-registered your vehicle online by August 17th, your decal will be in your box.

3 If you plan to open or have opened an account with Wachovia Bank, you may want to visit the campus branch to settle banking matters.

4 If you are bringing a motor vehicle to campus, you must register it online with the Department of Parking Management. To register, log on to the Wake Information Network (WIN) at https://win.wfu.edu. Go to Personal, click on Register Your Car. Fill in the form online and submit. The annual registration fee for first-year students is $300. For all other students, the fee is $500. Students who have pre-registered will find their decals in their campus mailbox. Hours are Monday–Friday, 8:30 a.m.–4:30 p.m. Call 336.758.6129 if you have any questions.

5 Distribution of ThinkPads will take place on Thursday, August 19 from 10 a.m. until 5 p.m. in room 201 in Reynolds Gymnasium. Please plan for the distribution process to take 30 minutes.

6 Student, faculty, staff, and alumni telephone directories, along with campus yellow pages and a public directory, are available online in WIN. There is also a list of useful phone numbers in the back of this handbook.

7 Do not be lulled into a false sense of security on campus. There are occasional thefts and other unwanted incidents. Check to see if your family's homeowners' insurance extends to cover your belongings on campus, and record the serial numbers of your valuables. Students are encouraged to have items engraved with their driver's license number and state abbreviation. Engraving tools can be borrowed from University Police.

8 Room security is your responsibility. You should lock your room and keep your key with you at all times.

9 A sundry shop is conveniently located on campus for items you may have forgotten.

10 Don't buy textbooks until you are registered for classes and are sure of the books you will need.

11 Attend your first residence hall meeting. Your RA will discuss all of the safety rules including the announced fire drills each semester.

12 Bikes are stored on the first-floor level racks of the residence halls. They can still get wet, so you may want to bring a cover.

13 In addition to your personal bike identification, University Police offers year-round campus bike registration. It's fast and free. Register your bike at www.wfu.edu/police/form-bike-reg.html.

14 Athletic equipment may be checked-out with your ID card in room 204-A on the second floor of the gymnasium.

15 Keep your eyes and ears open for what's happening. Check the information desk at the Benson Center or visit The Student Online Magazine at http://student.wfu.edu to view and post events. Window on Wake Forest, the daily campus newsletter, is online at www.wfu.edu/wowf. And don't forget to pick up the student newspaper, *Old Gold and Black,* every Thursday.

any questions?
ask your RA first

The Alma Mater

DEAR OLD WAKE FOREST

George W. Paschal, Class of 1892 (Thuringian folk song)

Dear old Wake Forest, Thine is a noble name;
Thine is a glorious fame, Constant and true.
We give thee of our praise, Adore thine ancient days,
Sing thee our humble lays, Mother, so dear.

Dear old Wake Forest, Mystic thy name to cheer;
Be thou our guardian near fore'er and aye.
We bow before thy shrine, Thy brow with bays entwine,
All honor now be thine, Mother, today.

Deacon Fight Song

O HERE'S TO WAKE FOREST

1. O here's to Wake Forest
A glass of the finest
Red ruddy, Rhenish filled up to the brim.
Her sons they are many
Unrivaled by any
With hearts o'erflowing, we will sing a hymn.

(Chorus)
Rah! Rah! Wake Forest Rah!
Old Alma Mater's sons are we.
We'll herald the story
And die for her glory,
Old Gold and Black is ever waving high.

2. As frosh we adore her
As sophs we explore her
And carve our names upon her ancient walls.
As juniors patrol her
As seniors extol her
And weep to leave fore'er her sacred halls.

Honor System

The honesty, trustworthiness, and personal integrity of each student are integral to the life and purposes of the Wake Forest community. This statement is embodied in one of our oldest traditions, and that is the honor system (or honor code, as some call it). When you signed your application for admission to Wake Forest, you agreed to live by the honor system at Wake Forest. In specific terms that means that you and every other student have agreed not to deceive (lie to) any member of the community, not to steal from one another, not to cheat on academic work, not to plagiarize academic work, and not to engage in any other forms of academic misconduct. It means that we can trust each other, and that we willingly accept responsibility for our own conduct and activities. This is a tradition that goes back to the founding of Wake Forest, and with your participation, it continues to be a cornerstone of our community and our interactions with one another.

Statement of Principle on Diversity

Wake Forest University is a community of men and women that seeks the enlightenment and freedom which come through diligent study and learning. Its higher goal, however, is to give life to the University motto "Pro Humanitate," as members translate a passion for knowledge into compassionate service.

The community shares a tradition that embraces freedom and integrity and acknowledges the worth of the individual. The heritage, established by the school's founders and nurtured by succeeding generations, promotes a democratic spirit arising from open-mindedness and discourse.

Wake Forest fosters compassion and caring for others. Its collective strength and character are derived from the values and distinctive experiences of each individual; therefore, it affirms the richness of human intellect and culture and its contribution to knowledge, faith, reason, and dialogue. Furthermore, it strives toward a society in which goodwill, respect, and equality prevail. To that end, Wake Forest University rejects hatred and bigotry in any form and promotes justice, honor, and mutual trust.

A Chronological History of Wake Forest

Since 1834, Wake Forest College has developed its distinctive pattern of characteristics: tenacity, independence, a fierce defense of free inquiry and expression, and a concern that knowledge be used responsibly and compassionately. That these characteristics have served the school well is displayed by its growth from a small sectarian school to one of the nation's significant private universities. A brief history of Wake Forest is useful in understanding the University as it is today and appreciating the process through which it developed.

1834 *Founded by the Baptist State Convention of North Carolina, the school opens on February 3rd as the Wake Forest Manual Labor Institute in the town of Wake Forest, N.C.*

1838 *Named Wake Forest College*

1894 *School of Law established*

1902 *School of Medicine founded*

1921 *First summer session*

1941 *Relocation of the School of Medicine to Winston-Salem and eventual change of name to Bowman Gray School of Medicine and association with the North Carolina Baptist Hospital*

1942 *Women admitted as undergraduate students*

1956 *Move to Winston-Salem in response to an endowment from the Z. Smith Reynolds Foundation*

1961 *Graduate studies instituted*

1967 *Becomes Wake Forest University*

1969 *Babcock Graduate School of Management established*

1979 *James R. Scales Fine Arts Center opens*

1986 *Wake Forest appoints a self-governing Board of Trustees*

1989 *Olin Physical Laboratory opens*

1990 *Clifton L. Benson University Center opens*

1992 *Edwin Graves Wilson Wing of Z. Smith Reynolds Library dedicated*

1993 *Worrell Professional Center for Law and Management opens*

1995 *Change of name to Wayne Calloway School of Business and Accountancy*

1997 *Medical School name changes to Wake Forest University School of Medicine*

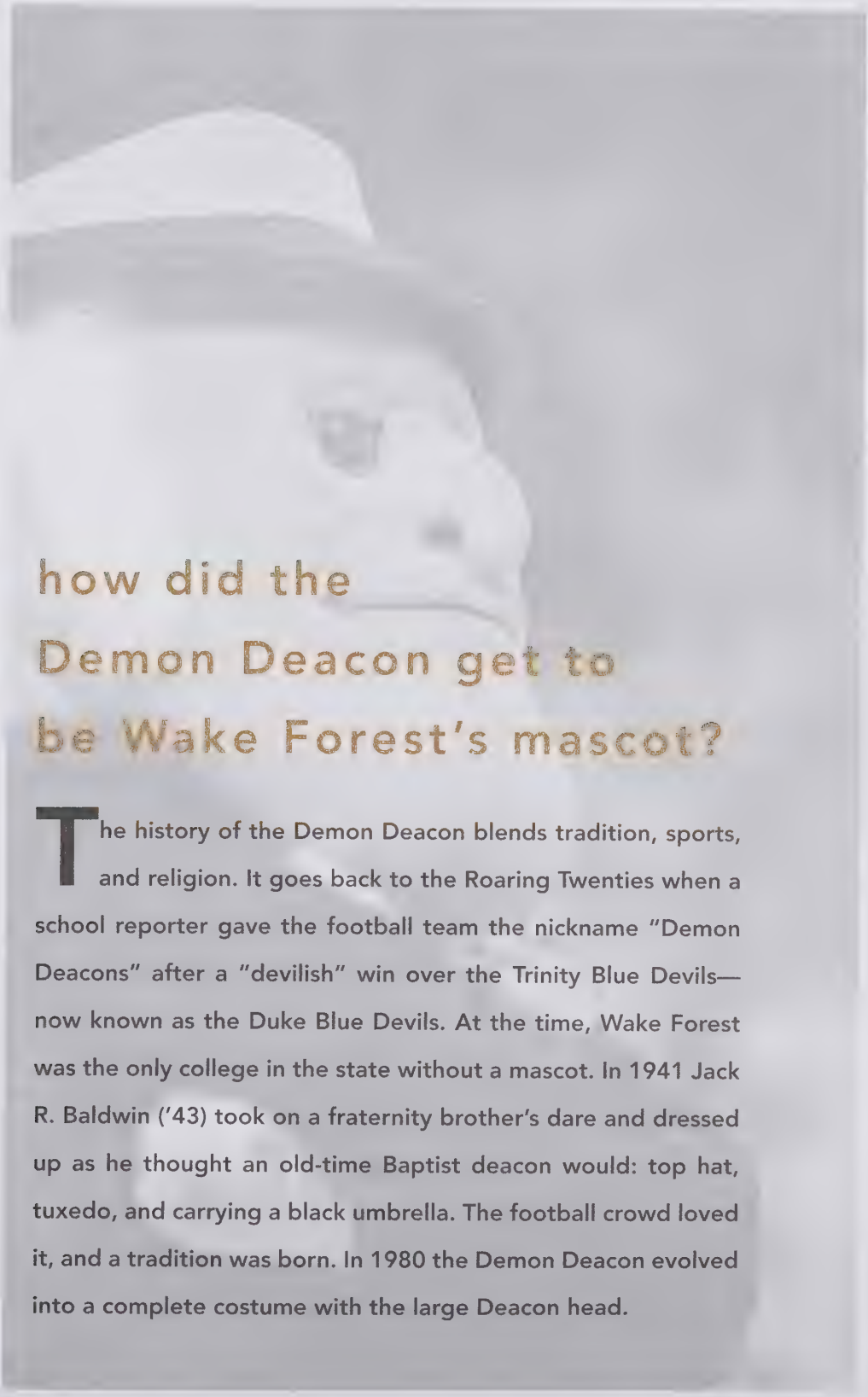
1999 *Divinity School and William B. Greene Jr. Hall open*

2001 *Kenneth D. Miller Athletic Center opens*

2003 *F.M. Kirby Hall opens (Dedicated April 1, 2004)*

2004 *The Calloway Center for Business, Mathematics, and Computer Science is comprised of F.M. Kirby Hall and West Hall (formerly Calloway Hall)*

2006 *The Quad is renamed Thomas K. Hearn Jr. Plaza, Magnolia Quad becomes Manchester Plaza*



how did the Demon Deacon get to be Wake Forest's mascot?

The history of the Demon Deacon blends tradition, sports, and religion. It goes back to the Roaring Twenties when a school reporter gave the football team the nickname "Demon Deacons" after a "devilish" win over the Trinity Blue Devils—now known as the Duke Blue Devils. At the time, Wake Forest was the only college in the state without a mascot. In 1941 Jack R. Baldwin ('43) took on a fraternity brother's dare and dressed up as he thought an old-time Baptist deacon would: top hat, tuxedo, and carrying a black umbrella. The football crowd loved it, and a tradition was born. In 1980 the Demon Deacon evolved into a complete costume with the large Deacon head.

Brian Piccolo Cancer Fund Drive

Established by students in 1980 in memory of a great Wake Forest athlete/alumnus and Chicago Bear football star who died of cancer. Each year, through a variety of creative events, including "Hit the Bricks for Brian" and "Wake 'n Shake" dance marathon, students mobilize the campus community in raising awareness of and monies for cancer research and treatment at the WFU Comprehensive Cancer Center.

Christmas Lovefeast and Candlelight Service

Wake Forest will celebrate its 46th consecutive Lovefeast on Sunday, December 5, 2010. Begun in 1965 by a Moravian student, Jane Sherrill Stroupe, the first service drew fewer than 200 people; now, with more than 2,000 in attendance each year, Wake Forest holds what has become the largest Christmas Lovefeast in North America. The Lovefeast includes a luminary-lined Hearn Plaza (Quad), lighted, beeswax candles with red, crepe-paper ruff, music, and sweetened buns and cider. Dieners and sacristans—students, staff, and faculty—serve the worshipping congregation.

Faculty Advisers' Dinner

During orientation, each new student and his/her advising group are invited to an informal dinner hosted by faculty and student advisers. This is a memorable time for many students and establishes the relationship between advisers and advisees which extends over the next two years (and beyond).

Lighting of the Quad

Celebrating its 8th year, Lighting of the Quad is a student-organized interfaith celebration that includes decorating the Quad with lights, greenery, and a 20-foot tree. Additionally, there is a short interfaith service with musical performances and refreshments. The event is free and open to everyone.

The Old Campus

As a student, you shouldn't miss a chance to see the Old Campus. Wake Forest University began as Wake Forest Manual Labor Institute in 1834. It's just under a hundred miles from

directions to old campus

- At the University Parkway entrance, turn right onto University Parkway (which will turn into Cherry St.)
- Turn onto Business 40 East
- In approximately 60 miles, take I-85 North
- From I-85 North, take Hwy 70 towards Wake Forest
- From Hwy 70, take Hwy 98 East (which turns into Hwy 1)
- Drive 21 miles on Hwy 98 East to the old Wake Forest Campus (on the left)

Winston-Salem to the quaint old campus in Wake Forest, N.C. During your visit, you will notice stark similarities between the present and past campuses. Some highlights include a smaller version of Wait Chapel, built by the senior class of 1911, and the original Shorty's. Now the campus hosts the Southeastern Baptist Theological Seminary.

Rolling the Quad

Although not unique (but controversial) to Wake Forest University, it started on the new campus in the early 1960s to celebrate athletic victories.

Senior Orations

Dates back to the Old Campus in the town of Wake Forest, North Carolina.There were two literary societies, and they competed for the Ward Medal. Senior orations continue at Founder's Day Convocation each year.

Volunteerism/Project Pumpkin

http://vsc.groups.wfu.edu/ProjectPumpkin

This is a service project started by Wake Forest students in 1989. Through partnerships with community agencies, children from the Winston-Salem community (numbering as many as 1,500) are brought to campus and escorted by student/faculty volunteers through residence halls for trick-or-treating, carnival games, and Halloween fun. It provides a valuable service and unifies the entire student community.

Wait Chapel

A tour of Wait Chapel is something that every student at Wake Forest should do. Not only is the chapel a symbol for Wake Forest, but it also has a great deal of interesting history behind and within it. If you're lucky, you may be able to see and hear The Janet Jeffrey Carlile Harris Carillon on your tour. The Carillon, made up of 48 bells and weighing almost 12 tons, was donated in 1978 by Charles U. Harris, who graduated from Wake Forest in 1935. It is one of fewer than 25 carillons in North America. An additional bonus of the tour is the spectacular view from the Carillon tower. Although the ground level of Wait Chapel doesn't offer the same view, it still has an interesting history. You might learn about some special gifts given to Wake Forest, the contents of the cornerstone, and mistakes in the organ grille. Don't graduate without a tour of Wait Chapel.

administrative offices

Office of the President

211 Reynolda Hall, 336.758.5213

President Nathan O. Hatch is Wake Forest's 13th president, beginning his tenure in 2005. As president, Dr. Hatch is responsible for the overall direction and management of the University. The President is appointed by the Board of Trustees and serves at their pleasure.

Office of the Provost

http://provost.wfu.edu
204 Reynolda Hall, 336.758.4900

Provost Jill M. Tiefenthaler serves as the chief academic officer of all academic departments and all schools within the University, with the exception of the School of Medicine. The deans of the College, divinity school, graduate school of arts and sciences, law school, and schools of business report to her. The Division of Student Life has a direct reporting relationship to the provost as well.

Office of the Dean of the College

104 Reynolda Hall, 336.758.5311

Dean of the College Jacquelyn S. Fetrow and her staff are responsible for the quality and integrity of the academic program of the College.

The five associate deans and their areas of responsibility are:

Associate Dean for Academic Advising

Perry L. Patterson
125 Reynolda Hall, 336.758.3320

- advises students on course selection/course-load planning
- guides new students in the transition to Wake Forest and assists the Committee on Orientation and Lower Division Advising
- receives petitions for withdrawal, readmission, and course changes
- represents dean's office on Judicial Council and the Committee on Academic Affairs

Associate Dean for Student Academic Initiatives

Paul N. Orser
104 Reynolda Hall, 336.758.5311

- mentored student research
- first-year seminars
- WAKE Washington, DC program
- internships
- other student co-curricular academic activities
- senior orations and honors and awards ceremony

Associate Dean for Special Academic Projects

Toby A. Hale
102 Reynolda Hall, 336.758.5311

- Wake Forest summer sessions
- Committee on Academic Affairs
- Committees of the Faculty

Associate Dean for Faculty Development

Rebecca S. Thomas
104 Reynolda Hall, 336.758.5311

- tenure and promotion processes
- faculty awards and fellowships
- liaison to Teaching and Learning Center

Associate Dean for Academic Planning

Randall G. Rogan
104 Reynolda Hall, 336.758.5311

- faculty recruitment and hiring
- faculty workload
- grade reporting
- course enrollment projection and management

Office of the Dean, Wake Forest University Schools of Business

Worrell Professional Center, 336.758.4482

Dean Steve Reinemund and his staff carry out the policies and procedures necessary to admit bachelor of science majors in accountancy, business and enterprise management, finance, or mathematical business and applicants for graduate business programs including Master of Science in Accountancy, Master of Arts in Management, Master of Business Administration, and four joint degrees: JD/MBA, MD/MBA, MSA/MBA, and PhD/MBA. The office coordinates academic advising and recordkeeping; establishes course schedules and faculty assignments; manages facilities and equipment; and interacts with Wake Forest College and other offices of the University, such as the registrar, career services, admissions, and financial aid.

Office of Multicultural Affairs

346 Benson Center, 336.758.5864
www.wfu.edu/campuslife/multicultural
multicul@wfu.edu

Director Alta Mauro leads the Office of Multicultural Affairs whose mission is to foster a climate in the campus community that recognizes the value of multicultural diversity to the educational experience. The office strives to create an environment where human differences are celebrated. Multicultural affairs seeks to weave its operational goals into the fabric of the campus community using collaborative programming and integrative planning with other divisions of the University.

Multicultural Affairs develops and implements programming that fosters the academic and personal development of the University's ethnic minority student population. The office's most comprehensive initiative is the Multicultural Enrichment Program (MEP), which pairs first-year students with upperclassmen mentors. The office also coordinates broad-based activities for the University's ethnic alumni, faculty, and staff. Additionally, the office serves as an information clearinghouse for the campus community regarding issues impacting ethnic minority students. The office reports to the assistant provost for diversity and inclusion.

Office of Personal and Career Development

www.wfu.edu/opcd

The Office of Personal and Career Development guides, equips, and inspires Wake Forest students to take charge of their personal and career development. The office's staff and programs partner with faculty, staff, and parents to create a career community that supports and prepares students to lead fulfilling, meaningful careers and lives.

College is the optimal time and place for students to learn important frameworks for identity formation, defining values and passions, developing world and work views, and acquiring the necessary experiences, relationships and skills to create options for success in life after college. The Office of Personal and Career Development helps students learn and reflect from their experiences so that students make clear, sound decisions about who they are, who they want to be, and their direction in the world.

Vice President for Career Development

2 Reynolda Hall, 336.758.4662
achan@wfu.edu

Vice President Andy Chan is responsible for student personal and career development concerns within the University's senior administration. He is responsible for the overall mission, direction, and focus of the Office of Personal and Career Development.

Office of Career Services

8 Reynolda Hall,
careers@wfu.edu, 336.758.5902
www.wfu.edu/career

Ladd Flock, Director
9B Reynolda Hall
flocklp@wfu.edu, 336.758.5247

The Office of Career Services provides a wide range of services, resources, events, and opportunities to help students assess their personal values and strengths, identify career possibilities and interests, prepare for the job search, and access networking contacts as well as internship and job opportunities. Career counselors assist and support your career development during your entire college experience. Resources for students interested in graduate school are also available. You must register in DeaconSource to gain access to the office's many services and resources.

Carolyn Couch, Associate Director for Career Education
9C Reynolda Hall
couchca@wfu.edu, 336.758.5901

Patrick Sullivan, Associate Director for Internships and Office Technology
9A Reynolda Hall
sullivpc@wfu.edu, 336.758.5903

Shan Woolard, Assistant Director for the College
9D Reynolda Hall
woolarsl@wfu.edu, 336.758.3976

Megan Wallace, Assistant Director for the Undergraduates in the Schools of Business
222 Kirby Hall
wallacml@wfu.edu, 336.758.3374

Dana Hutchens, Assistant Director for Employer Relations
8B Reynolda Hall
hutchens@wfu.edu, 336.758.5246

Laurie Cronin, Assistant Director for Marketing and Events
8 Reynolda Hall
croninlj@wfu.edu, 336.758.4484

Lauren Beam, Career Counselor
11 Reynnolda Hall
beamlr@wfu.edu, 336.758.3337

Raechel Hester, Career Counselor
11 Reynolda Hall
hesterrs@wfu.edu, 336.758.3327

Amy Wagner, Office Manager
11 Reynolda Hall
wagnerar@wfu.edu, 336.758.4968

Employer Development

Mike Crespi, Director
Worrell Professional Center, Suite 2143
michael.crespi@mba.wfu.edu
336.758.5814

The employer development team develops relationships with for-profit, nonprofit, and government employers on behalf of all students, departments, and schools at Wake Forest University. The team partners with alumni, parents, and employers around the world to provide experiential learning, internship and full-time job opportunities. Students access the contacts and opportunities through their respective career offices and academic departments.

Lori Sykes, Assistant Director, North Carolina
Worrell Professional Center, Suite 2143
lori.sykes@mba.wfu.edu, 336.758.3850

Lisa Simmons, Assistant Director, Recruiting
Worrell Professional Center, Suite 2143
lisa.simmons@mba.wfu.edu, 336.758.4485

Mentoring Resource Center

Allison McWilliams, Director
17B Reynolda Hall, 336.758.3741
mcwillae@wfu.edu

The Mentoring Resource Center provides training, support and standards for mentoring across the Wake Forest University campus. In its first year of operation, the center is focused on training faculty, staff, parents and student leaders to become effective mentors to students. Students who want a mentor will be taught how to develop and sustain effective mentoring relationships. Student groups and clubs interested in developing sustainable mentoring programs should contact the center.

Office of Innovation, Creativity and Entrepreneurship

Bill Conner, Faculty Director
030 Winston Hall, 336.758.3153
conner@wfu.edu

The Office of Innovation, Creativity and Entrepreneurship, formerly known as the Office for Entrepreneurship and Liberal Arts, provides academic, co-curricular, and extra-curricular support for students interested in innovation, creativity, and entrepreneurship. The office, which is open to any student regardless of discipline or major, offers a minor in entrepreneurship and social enterprise, and provides resources including new venture competitions and awards, seed grants for new ventures, stipends for entrepreneurial internships, mentoring and advising for students interested in launching new ventures, workshops, and the e-Society student club.

Andy Chan, Interim Director, Innovation, Creativity and Entrepreneurship Center
2 Reynolda Hall, 336.758.4662
achan@wfu.edu

Ben King, Faculty Coordinator for Schools of Business
224 Kirby, 336.758.4903
kingbt@wfu.edu

Lynn Book, Associate Director of Creativity and Innovation
227 Scales, 336.758.3383
bookl@wfu.edu

Betsy Gatewood, Director of WFU/NSF Partners of Innovation Program and Research Professor of Entrepreneurship
Room 128 Manchester Hall, 336.758.3152
gatewoej@wfu.edu

Lisa Burton, Program Coordinator
Room 128 Manchester Hall, 336.758.3153
burtoneg@wfu.edu

Office of the Registrar

110 Reynolda Hall, 336.758.5206

Registrar Dorothy A. Sugden oversees registration and, in collaboration with the dean of the College, compiles the course curriculum for each semester. Registration for new students is at the beginning of each semester. Registration for continuing students is in October and April for the following spring and fall semesters. Registration is online. Students may drop/add classes by approved policy. All academic records, transcripts, class schedules, and grade reports are kept on file in the registrar's office. Additionally, the registrar provides enrollment certifications for graduation, NCLTG, and continuing athletic eligibility and enrollment.

Student Financial Services

107 Reynolda Hall, 336.758.5234

The student financial services office manages all Wake Forest student accounts, including tuition, housing, meal plans, and other University-related fees. Statements are e-mailed monthly to the student's Wake Forest e-mail address and are available through WIN. Real time current account activity is available through WIN. Students also have the ability to authorize other individuals to receive statements and review account activity and are encouraged to do so if someone is paying on their behalf. The office processes refunds for credit balances on student accounts and operates the cashier's office located in Reynolda Hall.

Office of Financial Aid

Need-based: 4 Reynolda Hall
336.758.5154
Merit-based: Starling Hall
336.758.4209
Post-baccalaureate: B207 Tribble Hall
336.758.5180

William T. Wells, director of financial aid, and the Office of Student Financial Aid staff work with students applying for or seeking advice concerning need-based grants, scholarships, loans, and work-study from federal, state, and Wake Forest sources. Paul Gauthier, associate director of admissions for merit-based scholarships, works with prospective students applying for merit-based scholarships. Thomas O. Phillips, director of Wake Forest scholars, works with enrolled undergraduate students applying for post-baccalaureate scholarships and fellowships.

Department of Athletics,

201 Manchester Athletic Center
336.758.5616

Director Ron Wellman heads the Department of Athletics, home to eighteen varsity sports, nine each for men and women, representing the University on the NCAA Division I level while competing in the nationally recognized Atlantic Coast Conference. These sports consist of baseball, basketball, cross-country, football, golf, soccer, tennis, and indoor and outdoor track for men; and basketball, cross-country, field hockey, golf, soccer, tennis, indoor and outdoor track, and volleyball for women.

student life

Wake Forest is dedicated to the pursuit of excellence in the tradition of liberal learning, and the improvement of both mind and character. Education in the liberal arts at Wake Forest prepares students to honor the ideal of service to humanity. In keeping with the University's mission, the Division of Student Life develops, implements, and evaluates programs that augment this educational ideal and that foster the most salutary qualities of character. The Division of Student Life seeks to enhance both academic achievement and personal growth and development by providing services to promote intellectual, cultural, social, vocational, physical, psychological, and spiritual growth.

Vice President and Dean of Student Affairs

Kenneth A. Zick
206 Reynolda Hall, 336.758.5943
vpslir@wfu.edu

The vice president is responsible for student life concerns within the University's senior administration. He is responsible for the overall direction and focus of the Division of Student Life.

Associate Vice President and Dean of Student Services,

Harold Holmes
311 Benson Center, 336.758.5226
deanstud@wfu.edu

The dean of student services supervises judicial affairs, and serves as the chief of staff for the offices and units that comprise the Division of Student Life: campus life; student development; student leadership and organizations; residence life and housing; Benson Center; student union; Student Health Service; health education program; University Counseling Center; Learning Assistance Center/disability services; chaplain's office; and campus safety and security. In support of the vice president and dean of student affairs, this position assists in maintaining a functional relationship with the offices of campus recreation, career services, and multi-cultural affairs. Regular interaction with University administration, division staff, students, student organizations, and committee responsibilities around student life issues are central to this position.

Associate Dean for Judicial Affairs

Charlene Cerutti
311 Benson Center, 336.758.5226
deanstud@wfu.edu

The associate dean is responsible for the day-to-day management of the undergraduate judicial system. The associate dean coordinates outreach activities for the University community around the topics of character formation, civility, and community engagement. Responsibilities include convening administrative hearings, assessing judicial sanctions, and participating in the appeals process. This position coordinates the work of the Honor and Ethics Council and the Board of Investigators and Advisors. The associate dean interfaces with residence life and housing, the University Police, and other law enforcement agencies to investigate cases of alleged student misconduct and to coordinate the University response to address violations of the Student Code of Conduct.

Associate Vice President and Dean of Campus Life

Mary Gerardy
311 Benson Center, 336.758.5229
gerardym@wfu.edu

The dean of campus life and associate vice president supervises and directs the work of the campus life unit. This unit is responsible for leadership programs, volunteerism, domestic and international service programs, Greek life, student activities, student organizational life, Student Union, the student activities fee, student life mentoring programs, some pre-orientation programs and work with the orientation committee, Campus Kitchen, and class programming. The dean is the principle project manager in the Division of Student Life and serves as a liaison, consultant, and coordinator to a wide variety of programming and planning initiatives in the areas of campus life and student affairs. Such initiatives include, but are not limited to: planning efforts in various units, student leadership development, support services for student organizations, student activities fee allocation, the *Student Handbook*, coordination of gay and lesbian student concerns, and other special projects as assigned by the vice president for student affairs.

Office of Campus Life
336.758.4070

The following staff members comprise the campus life unit:

Campus Life
Michael Ford, Associate Dean
317 Benson Center, 336.758.5921
fordmg@wfu.edu
www.wfu.edu/studentdev

Brighid Jensen, Director
321 Benson Center, 336.758.4549
jensenbm@wfu.edu
volunteer@wfu.edu
www.wfu.edu/vsc

Peyton Risley, Associate Director
349 Benson Center, 336.758.8020
risleype@wfu.edu

Benson University Center
James Buckley, Director
335 Benson Center, 336.758.4853
bucklej@wfu.edu
www.wfu.edu/benson

Kathy Arnett, Associate Director
335 Benson Center, 336.758.5228
arnettkc@wfu.edu
www.wfu.edu/benson

Student Union
Kathy Arnett, Director
335 Benson Center, 336.758.5228
arnettkc@wfu.edu
http://su.wfu.edu

Tiffany Hassler, Assistant Director
335 Benson Center, 336.758.4075
hassletd@wfu.edu

Student Leadership and Organizations
Steve Hirst, Director
349 Benson Center, 336.758.4812
hirstsr@wfu.edu

Campus Kitchen
Shelly Graves, Coordinator
506 Benson Center, 758-3705
gravessa@wfu.edu
http://ckwfu.org

Administrative Coordinator/Campus Life
Kelly Koons
317 Benson Center, 336.758.5921
koonskj@wfu.edu

Assistant Vice-President of Student Life

David Clark
101 Benson Center, 336.758.5181
clarkde@wfu.edu

The assistant vice-president of student life supervises the student insurance program and the technological infrastructure of the division. In addition, the assistant vice-president serves as the financial officer for the division

of student life, including support for the various offices and student organizations. In conjunction with the vice president, the assistant vice-president also serves in a leadership role in responding to institutional crises.

Student Insurance Program

Caitlin Thompson,
Senior Benefits Administrator
101 Benson Center, 336.758.5185
thompsac@wfu.edu

Wake Forest University is committed to the health and well-being of all of its students. Over the course of the 2009-2010 academic year, the University engaged in an intensive study to develop a health insurance program for its student population that offered significant protections and is fully compliant standards endorsed by the American College Health Association. Beginning in the fall of 2010, health insurance will be required as a condition of enrollment for full-time, degree-seeking domestic undergraduate students; for full-time degree-seeking domestic graduate students in the Schools of Arts and Sciences, Divinity, Graduate Business, and Law; and all international students with F or J visas. Any students or families with questions about the student insurance program are encouraged to contact the senior benefits administrator.

Campus Ministry

Kitchin Hall, 336.758.5248
www.wfu.edu/chaplain

For a list of campus religious organizations see the student organizations chapter of this handbook.

Office of the Chaplain

Reynolda Hall, Suite 22
http://www.wfu.edu/chaplain

Tim Auman
Chaplain 336.758.5017
aumantl@wfu.edu

Becky Hartzog
Assoc. Chaplain, 336.758.5021
hartzorg@wfu.edu

Sr. Larretta Rivera-Williams
Assoc. Chaplain, 336.758.3521
riveral@wfu.edu

Chris Towles
Assoc. Chaplain and Special Projects Coordinator, 336.758.4450
towlescj@wfu.edu

Khalid Griggs
Assoc. Chaplain for Muslim Life, 336.758.2936
griggska@wfu.edu

The Office of the Chaplain sponsors a variety of opportunities for exploring the spiritual dimensions of life and learning. It raises issues of values, vocation, reflection, and spirituality with faculty, staff, and most particularly with students and believes that involving students in service to the community and the world provides a potent arena in which to explore these issues. The office, in partnership with twenty-one campus ministers and religious advisors, sponsors campus programs with a moral, religious, and spiritual focus. All religious activities are voluntary and include the Pre-School Orientation Conference, the Christmas Lovefeast and Candlelight service, the Passover seder, study groups, retreats, luncheon discussions, support groups, and speakers. Wait Chapel and Davis Chapel provide places of meeting and reflection and are visible reminders of the relationship between the religious life and the academic search for truth. Chapel worship is ecumenical and occurs every Thursday at 5:15 p.m. A Christian and meditation room is located in the Benson University Center. An interfaith meditation room is located in Reynolda 23 near the Office of the Chaplain.

Health Education Program

Natascha Romeo, Health Educator
332 Benson Center, 336.758.5937
healthed@wfu.edu

Seminars and consultations on topics such as nutrition, eating disorders, substance abuse, contraception, and sexually-transmitted diseases are available for groups and individuals. The health educator works closely with student groups such as Peer Health Educators, which offer educational programs to house councils, Greeks, and other student organizations. The health educator maintains resource rooms in the Student Health Service and in Reynolds Gymnasium (Room 207), which house information on a wide range of health-related topics. To obtain information on health issues or programs or to set up a private appointment, telephone or stop by the office.

Residence Life and Housing

Donna McGalliard, Dean
101 Benson Center, 336.758.5185
housing@wfu.edu

The residence life and housing staff offers educational, social, and support services and programs for students living on campus and creates a residence hall environment that allows each student to develop individually and as a member of the community. The office also manages the 16 residence halls (which house over 3,000 students), 8 theme housing areas, and 12 student apartment buildings for undergraduate students. For further information about policies, programs, and services, refer to the residence life and housing *Guide to Community Living*.

The office selects and trains resident advisers; provides educational programs; builds community involvement; promotes a safe and positive living environment; advises the Resident Student Association and National Residence Hall Honorary; enforces University rules and regulations; provides guidance and referral services; manages the day-to-day operation of the residence halls; provides information about facilities and services; makes housing assignments; acts as liaison between residents, the facilities management department, the University Police, and financial and accounting services; participates in long-range planning for the use and maintenance of housing facilities; and coordinates summer sessions. The University's ID card office is also located within the department.

Benson University Center

James Buckley, Director
335 Benson Center, 336.758.4869
www.wfu.edu/benson

The Benson Center was dedicated on September 29, 1990, and named after Clifton L. Benson Sr., a Wake Forest benefactor. Housed within the building are a number of student organizations and administrative offices, conference and meeting rooms, meditation rooms, food court, film theater, copy center, ticket office, and an art gallery. Study lounges, outdoor patios, and balconies are located throughout the building. Shorty's, a popular student hangout, is new and improved, and is located next to the food court on the second floor. Full service copying services are available for a fee through the Benson Copy Center located on the second floor. The Benson Ticket Office on the third floor sells a wide assortment of discount tickets to area attractions and events, student union events, airport shuttles, and more!

Student Union,

Kathy Arnett, Director
Tiffany Hassler, Assistant Director
344 Benson Center
336.758.5697 or 336.758.4869
http://su.wfu.edu

The Student Union plans and promotes a diverse calendar of social, recreational, and educational programs for the Wake Forest

campus community. The five executive officers and ten program council chairs work collectively to provide quality weekly entertainment for Wake Forest students, faculty, and staff. The Student Union plans major concerts, lectures, films, trips, short courses, a coffeehouse series, special events, Homecoming activities, Family Weekend, Springfest, campus traditions including "aWake All Night," "Halloween Wake," "St. Patrick's Day Events," and "Shag on the Mag." Membership on Student Union committees is open to all Wake Forest students.

University Counseling Center

Marianne Schubert, Director
118 Reynolda Hall, 336.758.5273

The University Counseling Center offers short-term individual and group counseling to students to help with a wide variety of issues including adjustment to college life, relationship or family issues, sexuality, depression, anxiety, eating disorders, etc. Assistance is also provided for managing stress, learning coping skills or relaxation, and vocational concerns. Consultation and referral are available. All services are confidential and available at no charge to enrolled students. Office hours are Monday through Friday, 8:30 a.m. to 5 p.m. When school is in session (excluding summer), center staff are available for mental health crises after hours in cooperation with Student Health Service at 336.758.5218.

Learning Assistance Center and Disability Services

Van D. Westervelt, Director
117 Reynolda Hall, 336.758.5929
lacenter@wfu.edu

The Learning Assistance Center (LAC) provides academic counseling, tutoring and services for students with disabilities. Academic counseling focuses on familiarizing the student with study, time management, and organizational strategies that enable successful learning at the college level. A peer tutoring program offers students individual or group tutoring in many courses including the foreign languages and other divisional requirements. Students with documented disabilities are offered support services and assistance with academic accommodation requests.

University Police

Regina G. Lawson, Chief
www.wfu.edu/police

Administrative Offices
(8 a.m.-5 p.m. Mon.-Fri.)
First Floor, H.S. Moore Building;
Communications Center (Open 24 hrs)
Davis Hall Satellite Office, Room 016
Emergency Numbers:
From a campus phone: 911
From cell phone: 336.758.5911

The Wake Forest University Police Department is comprised of professional men and women whose purpose is to provide a safe environment in which students and employees may live, learn, and work. The professionally trained department consists of police officers, security officers, communications officers, parking enforcement officers, and support staff. The primary concern of the department is to protect and assist the campus community. It operates 24 hours a day, 365 days a

phone numbers

Emergency calls only

from campus extensions	911
from off-campus	336.758.5911

Non-emergency/information

Non-emergency (campus)	311
Information (off-campus)	336.758.5591
Crime Stoppers	336.758.4477
Bike Registration	336.758.5591
CARE	336.758.4963
Special Projects	336.758.3567

year, watching for circumstances that threaten the campus and taking appropriate action. The University police also offer an extensive series of educational and personal safety programs to the University and local communities.

All police officers at Wake Forest University have completed the Basic Law Enforcement Training required by the State of North Carolina, which certifies them as sworn police officers. They possess full investigative and arrest authority on any property owned by the University and any contiguous streets or highways. In addition to traditional patrol, the University police also use foot patrol officers and bicycle patrol officers. Foot and bicycle patrol allow for greater interaction with the campus community and are a critical element in the Community-Oriented Policing Program. University police cars and bicycles are emergency vehicles and have the right-of-way when responding to emergency calls. Bicycle patrol has the right-of-way on and off the roadway. Crossing or moving barricades and entering restricted areas is strictly prohibited.

The protection of life and property on campus requires the understanding and active participation of all members of the University community. Everyone is responsible for reporting incidents or suspected criminal activity by calling 911 immediately. Questions concerning personal crime prevention techniques and educational opportunities, or any other University police services should be directed to the appropriate number in the directory.

A complete annual report of campus crime statistics and other valuable information are available online at www.wfu.edu/police.

Volunteer Services

Brighid Jensen, Director
Kendra Paisley, Ameri Corps VISTA
321 Benson Center, 336.758.4549
www.wfu.edu/vsc
volunteer@wfu.edu

Volunteer services is the clearinghouse for service both on campus and within the community. The mission is to provide curricular and co-curricular opportunities that cultivate responsibility and civic-mindedness of students, faculty, and staff. The Office of Volunteer Services oversees the Volunteer Service Corps (VSC), international and domestic service trips—on and off campus, large scale volunteer events, and leadership development through service initiatives. In addition, volunteer services collaborates with the Institute of Public Engagement with service-learning courses, promoting one-time and regular service opportunities, and fostering new and existing relationships with nonprofit agencies in the community.Volunteer services also advises Campus Kitchen, Project Pumpkin, D.E.S.K., and the Wake Forest chapter of Habitat for Humanity. Students and organizations are encouraged to consult volunteer services for assistance with service projects and programs.

student health service

Dr. Cecil Price, Director
George C. Mackie Health Center, Reynolds Gymnasium, ext. 5218 (336.758.5218)

The Student Health Service promotes a healthy lifestyle through health education and health maintenance. A physician-directed medical staff offers urgent care, illness care, physical examinations, counseling, limited psychiatric care, allergy injections, immunizations, gynecological services, pharmacy, laboratory, sports medicine clinic, referral to specialists, and medical information and vaccinations related to travel to international destinations.

A full staff is available by appointment during clinic hours (fall and spring semesters): 8:30 a.m.-noon; 1:30 p.m.-4 p.m., Monday through Friday. A limited staff is available for urgent care and observation 24 hours a day, seven days a week, when school is in session during the academic year. The services of the staff are covered by the student health fee. In addition, there are discounted "fee-for-service" charges for medications, laboratory tests, observation care, and some supplies and services (such as minor surgery). Payment can be made by paying cash, check, Deacon OneCard or the charge can be placed on the student's account in the Office of Financial and Accounting Services. A copy of the statement is given to the student to file with their insurance company.

Confidentiality

Medical information and records are strictly confidential. Information or records are not released to University officials, friends, or family members without the student's permission. In addition, information will not be shared with therapists or physicians who are not involved in the student's immediate care without the student's permission. Students who wish to have information released to other parties should complete a "Release of Information Form" at the time of each office visit or service. There is no blanket release available at the Student Health Service.

Class Excuses

The responsibility of excusing students from class rests with the faculty. Consequently the Student Health Service does not issue "excuses" for students. Students who are evaluated at the Student Health Service are encouraged to discuss their medical situations with their professors. A receipt documenting visits is available to students at checkout. Information concerning hospitalization and prolonged illnesses is sent, with the student's permission, to the appropriate dean.

Health Insurance

Beginning in the fall of 2010, health insurance will be required as a condition of enrollment for full-time students. Students who demonstrate comparable coverage may waive the coverage provided by Wake Forest University. Information about the policy plan and process instructions can be found at www.wfu.edu/sip.

Inclement Weather

When the University is closed due to inclement weather, the Student Health Service will have limited staff and will be able to provide care only for injuries and urgent illnesses. Appointments will be rescheduled.

Retention of Medical Records

Student medical records are retained for ten years after the last treatment, after which time they are destroyed. Immunization records are kept longer.

"WFU Student Health Information Summary Form"

All new students are required to complete this form. It must be received by the Student Health Service before July 1 for new students entering fall semester or before January 1 for new students entering spring semester. This form requests information regarding documentation of immunizations required by the University and the State of North Carolina. You may download this form at http://wfu.edu/shs.

Immunization Policy

Wake Forest University and North Carolina State Law (G.S. 130A-152) require documentation of certain immunizations for students attending a North Carolina college or university. Students must submit certification of these immunizations **PRIOR TO REGISTRATION.** *Documentation should be on or attached to the completed "WFU Student Health Service Health Information Summary Form" provided by the Student Health Service in order to assure correct identification of the student.* If you have not received the *Health Information Summary Form,* you may download it at www.wfu.edu/shs/docs/HIS.pdf. Acceptable documentation is a statement signed by the appropriate official(s) having custody of the records of immunization, such as a physician, county health department director or a certificate from a student's high school containing the approved dates of immunizations. The State statute applies to all students except those registered in off-campus courses only, attending night or weekend classes only, or taking a courseload of four (4) credit hours or less.

The American College Health Association recommendations and North Carolina State Law require certification in accordance with the following:

Required:

Tetanus/Diphtheria/Pertussis. Students must document three doses of a combined tetanus diphtheria vaccine (DTaP, Td, or Tdap) of which one must be within ten years of enrollment and one of which must have been Tdap (unless the individual has received a booster of other tetanus/diphtheria toxoid within the last 10 years).

Rubeola (Measles) Students must document two doses of live virus measles vaccine given at least 30 days apart, on or after their first birthday unless (a) they have a physician's certificate which states that they have had measles prior to January 1, 1994, (b) they were born prior to 1/1/57, or (c) they have documentation of a titer indicating they are immune.

Rubella (German Measles). Students must document that they have had one dose of live virus vaccine on or after their first birthday unless (a) they have documentation of a titer indicating they are immune, or (b) they will be fifty years old before they enroll. History of the disease is not acceptable.

Mumps. Students must document two doses of live virus mumps vaccine, given at least 30 days apart, on or after their first birthday unless (a) they were born before 1/1/57, or (b) they have documentation of a titer indicating they are immune. History of the disease is not acceptable.

Polio. Students must document that they have had a trivalent polio vaccine series

and a booster on or after their fourth birthday unless they will be eighteen years old or older when they enroll.

Tuberculin Skin Test is required within twelve months of the University registration date for (a) students who have been exposed to tuberculosis or have signs or symptoms of active tuberculosis disease or (b) students whose home country is *other than* the United States, Australia, New Zealand, Canada, Western Europe, or Japan. If the student is known to be tuberculin-positive or if this test is positive, attach the chest x-ray results and record of treatment

Recommended:

Hepatitis B. A three-dose series of the vaccine is recommended by the Centers for Disease Control.

Varicella. The two-dose series is recommended. Discuss with your health care provider.

Meningococcal. Recommended for first-year undergraduates living in residence halls.

Quadrivalent Human Papillomavirus Vaccine (HPV). A three-dose series.

Immunizations required under North Carolina law must be documented within 30 days following registration. After that time, students with incomplete documentation of immunizations will not be permitted to attend classes. Please note that some series require several months for completion.

academic policies & information

Summary of Computing Rights and Responsibilities

The policy applies to all computer and computer communication facilities owned, leased, operated, or contracted by the University. This includes, but is not limited to, word processing equipment, microcomputers, minicomputers, mainframes, computer networks, computer peripherals, and software, whether used for administration, research, teaching, or other purposes. The policy extends to any use of University facilities to access computers elsewhere.

Basic Principles

The University's computing resources are for instructional and research use by the students, faculty, and staff of Wake Forest University. Ethical standards that apply to other University activities (Honor and Ethics System, the Social Regulations and Policies, and all local, state, and federal laws), apply equally to use of campus computing facilities.

As in all aspects of University life, users of computing facilities should act honorably and in a manner consistent with ordinary ethical obligations. Cheating, stealing, making false or deceiving statements, plagiarism, vandalism, and harassment are just as wrong in the context of computing systems as they are in all other domains.

Use of campus facilities is restricted to authorized users. An "authorized user" is an individual who has been assigned a login ID and password by Information Systems staff (on any relevant system), or by an authorized agent. Individual users are responsible for the proper use of their accounts, including the protection of their login IDs and passwords. Users are also responsible for reporting any activities that they believe to be in violation of this policy, just as students are responsible for reporting Honor and Ethics System violations.

Individuals should use these facilities:

- in a manner consistent with the terms under which they were granted access to them;
- in a way that respects the rights and privacy of other users;
- so as not to interfere with or violate the normal, appropriate use of these facilities;
- and in a responsible and efficient manner.

Abusive activities which are already covered under other University policies are to be handled in the same way, and by the same authorities, as if a computer had not been involved, following established guidelines.

Systems Monitoring

This statement serves as notice to all users of campus computing systems that regular monitoring of system activities may occur. Only designated staff of Information Systems have authorization to engage in systems monitoring.

Privacy

All individuals, including members of the Information Systems staff, should respect the privacy of other authorized users. Thus they should respect the rights of other users to security of files, confidentiality of data, and the ownership of their own work. Nonetheless, in order to enforce the policies set out here, designated Information Systems staff are permitted to monitor activity on local computing systems.

In the event that staff should investigate a user, a record of the investigation shall be

placed in a permanent file to be kept in Information Systems, beyond the standard log of all systems monitoring. This record shall state why the user was investigated, what files were examined, and the results of the investigation. Information Systems staff shall not reveal the contents of users' files, users' activities, or the record of investigations except in the following cases (and then only with the approval of the chief information officer or the provost):

1. **Evidence of Honor and Ethics System or Social Regulations and Policies violations** will be referred to the dean of the appropriate college, or to the dean of student services.
2. **Evidence of improper activities by University employees** will be referred to the director of human resources or the appropriate University officers.
3. **Evidence of violations of law** will be referred to the appropriate law enforcement officials.

Examples of prohibited activities are provided online at www.wfu.edu/is.

Disciplinary actions

Substantial evidence of a violation of the principles described in this policy statement may result in disciplinary action. As stated above, in cases where a policy already exists, and the only difference is that a computer was used to perform the activity, such action will be taken through appropriate University channels such as administrative procedures, the Honor and Ethics Council, the Graduate Council, or other supervisory authority to which the individual is subject. Violation of state or federal statutes may result in civil or criminal proceedings. Otherwise, those who engage in computer violations are subject to the authority of Information Systems.

Violation of the policies articulated here may result in one or more of the following, plus any additional actions deemed appropriate by Information Systems:

1. Suspension of one's ability to perform interactive logins on relevant machines on campus.
2. Suspension of one's ability to login to a campus network.
3. Suspension of one's ability to send e-mail.
4. Suspension of one's ability to receive e-mail.
5. Increased monitoring of further computer activity (beyond normal systems monitoring).

Any disciplinary action taken by Information Systems may be revoked and/or modified by the provost of the University or anyone the provost designates to deal with such matters.

Locating Computing Policy Information and Policy Updates

The above summary is based on the Policy on Ethical and Responsible Use of Computing Resources and other computing policies. These policies may be updated, shortened, or expanded from time to time. Full policies can be reviewed online at www.wfu.edu/is.

Software Duplication And Use Policy

Wake Forest licenses the use of its computer software from a variety of companies. The University does not own that software or its related documentation and, unless authorized by the software developer, does not have a right to reproduce it. Unauthorized duplication or use of software violates the U.S. Copyright Law and exposes the individuals involved and the University to possible civil and criminal liability.

While licensing agreements differ slightly from one software company to another, the license fee generally entitles the licensee to use one copy of the software on one computer. It is usually legal to make a working copy to use with a floppy disk system or to copy onto the hard drive. The original may be kept in a

safe place as a backup, and it is usually legal to have a copy of the program included with the system backup. Unless specifically authorized by the license agreement, it is not legal to have copies of the software running simultaneously on multiple machines or to use a single copy on a local area network.

The best policy for students, faculty, and staff to follow is that copying software for use on additional machines is prohibited unless told otherwise by an authorized individual. The University does not require, request, or condone unauthorized copying or use of computer software and such action is considered not to be taken in the course of employment. As a result, the University cannot provide legal defense for individuals accused of making unauthorized copies of software. If the University is sued or fined because of unauthorized copying or use by students, faculty, or staff, it will be required to seek payment from the individuals. The individual may also be subject to disciplinary action that may include dismissal. University policy requires that all students, faculty, and staff abide by the law and University contractual obligations.

Course Drop/Add

Beginning Wednesday, August 25 through Wednesday, September 8, classes may be added or dropped up to the maximum allowable course load (seventeen hours). During this time, adds require instructor permission in the form of a POI number, which may be used on WIN; or a signed add slip, which may be brought to the registrar's office. Drops may be done on WIN without permission during this time. Beginning Thursday, September 9 through Wednesday, September 29, adding courses is no longer permitted. Dropping courses requires permission of instructor and adviser using a paper drop slip which should be brought to the registrar's office. Courses cannot be dropped on WIN during this time.

Adding classes over 17 hours requires permission of instructor, adviser, and dean. Exceeding 18 hours requires additional permission of the Committee on Academic Affairs. Signed add slips should be submitted to the registrar's office for the course(s) to be added.

The last day in each semester for dropping a full-semester class without a grade of F is provided in the academic calendar. After this date, a student who wishes to drop a course must consult his or her academic adviser, the course instructor and the dean of the College or the dean of the Schools of Business, as appropriate. If the dean approves the request, he or she authorizes the student to discontinue the course. Except in cases of emergency, the grade in the course will be recorded as F. If, at any time, a student drops any course without prior approval of the appropriate dean, the student will be subject to such penalties imposed by the Committee on Academic Affairs.

Classes that do not meet for the entire 15 week period may be added any time prior to the beginning of the class and up to five days after the class begins, with permission of the instructor. Students needing to drop such classes may do so for up to five days after the class begins with permission of instructor.

All full-time students must take at least twelve hours per semester. Recipients of North Carolina Legislative Tuition Grants must be enrolled for at least twelve hours by October 1st for the fall semester or by the tenth day of classes for the spring semester.

Academic Advisers

Each undergraduate student has an academic adviser who assists with his/her course selection and registration each semester.

First-year students are assigned a "lower division academic adviser" for two years. The academic adviser and an upperclass student (student adviser) meet with students individually and in small groups and suggest and approve (academic adviser) course selection each semester until students declare a major at the end of the sophomore year. At that time, a new adviser will be assigned from within the department of the major. Students

are strongly encouraged to seek out the assistance and advice of their adviser at any time during the year.

The Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. They are:

1. **Right to inspect and review the student's education records within 45 days of the day the University receives a request for access.** Students should submit to the registrar, dean, head of the academic department, or other appropriate official, written requests that identify the record(s) they wish to inspect. The University official will make arrangements for access and notify the students of the time and place where the records may be inspected. If the records are not maintained by the University official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be made.
2. **The right to request amendment of the student's education records that the student believes are inaccurate or misleading.** Students may ask the University to amend a record that they believe is inaccurate or misleading. The student should write the University official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the University decides not to amend the record as requested by the student, the University will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
3. **The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosures without consent.** One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the University in an administrative, supervisory, academic or research, or support staff position (including law enforcement personnel and health staff); a person serving on the Board of Trustees; a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks; or a person, company, or governmental unit with whom the University has contracted to perform duties or services involving educaiton records. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the University discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

   The following information regarding students is considered directory information: (1) name, (2) address, (3) telephone number, (4) electronic mail addresses, (5) date and place of birth, (6) major field of study, (7) enrollment status (undergraduate or graduate, full or part-time), (8) grade level, (9) participation in officially recognized activities and sports, (10) weight and height of members of athletic teams, (11) dates of attendance, (12) degrees and awards received, (13) the most recent previous educational agency or institution attended by the student, and (14) other similar information such as a photograph. Directory information may be disclosed by Wake Forest for any purpose in its discretion without the consent of the student. Students have the right to

refuse to permit the designation of any or all of the above information as directory information. In that case, this information will not be disclosed except with the consent of the student, or as otherwise allowed by FERPA.

Any student refusing to have any or all of the designated directory information disclosed must file written notification to this effect with this institution at the Office of the Registrar. Forms are available at that office.

If a refusal is not filed, Wake Forest assumes that neither a parent of a student nor an eligible student objects to the release of the directory information designated.

4. **The right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA.** The name and address of the Office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue S.W., Washington, DC 20202-4605.

Registration

Each semester, students are required to meet with their academic advisers to discuss their academic progress and plan their schedules for the upcoming term. After being advised, students receive a PIN and an appointment time to register on line. Students with declared majors and/or minors will be registered for those courses through the department(s) and will register for all other courses on line. Students who have not yet declared a major and/or minor should register for all classes on WIN at their assigned times. All holds must be cleared prior to registering.

As a condition of registration, each student is required to provide the University with information concerning the student's place of local residence (to include mailing address), telephone number, e-mail address, and other relevant information, and to notify the University of any changes.

Summer Session

In addition to the fall and spring academic semesters, there are two sessions of classes in the summer. The sessions are five and one-half weeks. Dates for summer sessions in 2011 are: Session I, May 24–June 29; Session II, July 6–Aug. 10. Classes meet every day and occasionally on Saturday. Courses are offered in virtually every major field; special emphasis is placed on courses that meet basic and divisional requirements. There are a number of study abroad programs directed by Wake Forest faculty that offer both divisional and elective credit. With appropriate approval, students may join overseas courses at other universities. The Center for International Studies helps students with those arrangements. Listings of all course offerings are available from the Office of the Dean of the Summer Session in 102 Reynolda Hall; Phone 336.758.5664; FAX: 336.758.4548.

To be eligible to take summer courses at another institution, students must obtain a *Summer School Elsewhere* form available in the Office of the Registrar. Appropriate signatures must be obtained before enrolling off campus to be assured that the credit will transfer to Wake Forest. Students must have a cumulative GPA of at least 2.0 to be eligible to receive transfer credit from another four-year, accredited college or university. Some departments will not approve work at another institution.

2011 summer session dates

Undergraduate and Graduate registration/Classes begin in the afternoon:

First session: Tuesday, May 24
Second session: Wednesday, July 6

Last day for withdrawal with full refund:

First session: Thursday, May 26
Second session: Friday, July 8

Last day for late registration/Last day to add a course:

First session: Friday, May 27
Second session: Monday, July 11

Last day for withdrawal with pro rata refund:

First session: Tuesday, May 31
Second session: Wednesday, July 13

Last day for dropping a course without a penalty:

First session: Wednesday, June 1
Second session: Thursday, July 14

Classes Meet on Saturday:

First session: June 4 and 25
Second session: July 9 and 30

Final Exams:

First session: Tuesday and Wednesday, June 28-29
Second session: Tuesday and Wednesday, August 9-10

social regulations & policies

Wake Forest University endorses as a basic principle of University life the concept of responsible student freedom, which carries with it the recognition by each student of the rights and obligations of other members of the University community.

The University encourages students to conduct themselves as mature men and women, invites them to participate in the formulation of rules, and to assume major responsibility in judicial decisions. At the same time, all participants in University life must remember that, by the charter of the University, the Board of Trustees is ultimately responsible for the University and for its operation.

Wake Forest also expects its students to abide by local, state, and federal laws, as well as by generally accepted moral standards. Although the University's role is not to duplicate civil law enforcement or judicial action, it may exercise authority for reasons appropriate to its function as an educational institution.

In keeping with its historic concern for students individually and corporately, Wake Forest has a legitimate interest in their welfare in and out of class, on campus and off. The University is concerned with student actions that are inconsistent with obligations to the educational community. When, in the opinion of the University, the conduct of a student at any place is reprehensible or detrimental to the best interests of that student, his or her fellow students, or the University, appropriate disciplinary action will be taken.

The University is concerned with the conduct of students beyond the campus. For many reasons, including the obvious impossibility of controlling off-campus behavior, it does not assume supervisory responsibility for off-campus activities. Nor does the University seek or support special treatment for its students who may be apprehended for violation of civil law. It does regulate off-campus events of University-approved student organizations and insists that, at these events and elsewhere, reason and responsibility characterize student conduct. More importantly, it encourages a sense of propriety and an ideal of personal dignity to guide students in their associations and in their behavior.

Frequently, students attend or participate in events sponsored by or hosted by student organizations at other colleges. Sometimes student groups co-sponsor events with groups at other colleges. Wake Forest students and groups must adhere to University policies and rules on such occasions. Where officials of another college or university notify Wake Forest of incidents giving rise to a claim of a Wake Forest honor code or social rule violation, the case shall be processed through the Wake Forest system.

Because of the proximity and the nature of the local relationships between Wake Forest, Salem College, and Winston-Salem State University, all three have established mutual arrangements which acknowledge and respect the integrity of each institution's judicial system and student rights and responsibilities. Hence, when Wake Forest officials notify Salem College, N. C. School of the Arts, or Winston-Salem State University of potential violations on the Wake Forest campus or at events sponsored by Wake Forest groups, the case shall be processed through the student's home college system. The philosophy of Wake Forest concerning student freedom is summarized in the following:

Wake Forest believes in individual freedom, not as a right but as a responsibility...freedom to be and, more important, to become. Attendance at Wake Forest is a privilege, not a right. The University's traditions and principles, accepted by each student in his or her voluntary registration, evolve from the core of this indivisible concept of freedom and responsibility. Therefore, it is assumed that the student who

elects to come to Wake Forest does so with the intent of being in fact and in spirit a cooperating member of this community.

Although great responsibility rests on the student for his or her own conduct, the Board of Trustees has specifically charged the faculty and the administration with responsibility for prescribing requirements for the orderly behavior and government of undergraduate students. The faculty and administration, acting alone or in consultation with the Student Government, establish specific conduct regulations and provide for their enforcement.

The University judicial system is jointly administered by the Office of the Dean of Student Services and the Judicial Council. University judicial information reflected in the *Student Handbook* supercedes any references to judicial affairs and disciplinary matters that may be reflected in other publications.

The Board of Trustees has empowered the president with the authority to suspend students from the University in "cases of clear and present danger to lives and property... and in instances of violence to persons...." Such suspensions are to be reviewed by the regular judicial bodies within 14 school days.

The associate dean/judicial officer advises those involved in the judicial system and coordinates and facilitates the work of all judicial bodies. The associate dean/judicial officer works with the chairpersons of the judicial system, dean, and the Judicial Council to assure efficient and just operation of the judicial process.

The Honor and Ethics Council is the central deliberative body in the judicial system. It is responsible for adjudicating all honor and conduct cases which are not heard administratively. Refer to section II. Overall Organization of the Judicial System and section III. The Honor and Ethics Council for more detailed infomation. The Board of Investigators and Advisors is responsible for providing student representation, both to investigate and present cases before panels of the Honor and Ethics Council, and to advise an accused student through all phases of the investigation and hearing.

Appeals from judgments of the Honor and Ethics Council are heard by the Judicial Council. The Judicial Council is charged by the University with the power to "establish and direct the undergraduate judicial system so as to insure justice and due process to all members of the undergraduate academic community."

University jurisdiction will be assumed in cases indicating that a student needs direct and immediate intervention by University personnel. The vice president for student life or his/her designee will have jurisdiction over cases of serious misconduct and alleged felonious conduct. The dean of student services or his/her designee will have jurisdiction over cases of misconduct accompanied by abuse of alcohol or drugs. The determination of University hearing jurisdiction is conclusive, unless rendered in an arbitrary manner, and the University officer may refuse jurisdiction of any case.

Generally, rights accorded to accused students under the student government constitution will be preserved in the administrative hearing, unless specifically stated otherwise. It is important to note that the administrative hearing, as well as the entire judicial system, is not meant to address grievances between parties who come before it, but only between the accused student and the University.

Personal Conduct

All members of the Wake Forest community strive to live in and promote an atmosphere that not only recognizes individuality, but also fosters collegiality, respect for the rights and privileges of others, and responsibility for individual and group actions. When these expectations are not met because of individual or group actions, it is the responsibility of the student judicial system and/or the University to determine the nature and extent of infractions, and to seek fair, consistent, and equitable sanctions. Where appropriate, the use of creative, educational, and case-specific sanctions is encouraged.

Students should be mindful of the University's expectations regarding their academic and social behaviors. The University will continue to discourage repeat violations by various means including imposition of additional sanctions for prior violations, loss of on-campus housing, suspension, or expulsion.

With respect to repeated infractions of social or community responsibility involving alcohol, suspension from the University will be considered on the occasion of the second violation.

Keycard Information The University maintains a keycard access system for the purposes of securing student residences. Information contained in the keycard system database is not available for use by University officers in honor or judicial cases unless substantial cause is demonstrated or an accused student requests his/her own access record. A demonstration of substantial cause exists when the vice president of student life or his/her designated representative believes that members of the campus community will be endangered without such disclosure.

Each student should be aware of and responsible for the following rules and regulations as well as the policies stated in the residence life and housing *Guide to Community Living*.

Student Code of Conduct

1. The Honor Code of Wake Forest

The Honor Code of Wake Forest concerns itself with the whole of campus life. Consequently the Honor and Ethics Council hears charges of academic misconduct including cheating and plagiarism. Charges of stealing, dishonesty, lying, any ethical breach of character, and other deceptive acts committed in the broader community are heard administratively or by the HEC. For instance, use or presentation of false identification is considered a violation of the Honor Code.

The presumptive sanction for violating the Honor Code is suspension from the University. For a fuller discussion of the process and for definitions of Honor Code offenses, see the Wake Forest judicial system section of this publication, or consult the Web site for the Office of the Dean of Student Services. The overarching statement of the principles inherent in the operation of the Wake Forest Honor System can be found on page 9 of this publication.

2. Alcohol

Students are subject to all state and local regulations concerning the use of alcoholic beverages. Below is an outline of unacceptable alcohol-related behavior at Wake Forest. Each behavior may have varying consequences, as outlined in the Presumptive Sanctions.

a. **Aiding and Abetting Underage Possession, Purchase, or Consumption.** The assistance or encouragement of underage possession, purchase, or consumption of alcohol by another individual, regardless of age.

b. **Alcohol Abuse**. Substance abuse, especially alcohol abuse, is a significant problem on university campuses nationwide. Wake Forest University is no exception. The University has established a community standard that alcohol abuse will not be tolerated. Alcohol abuse at Wake Forest is defined as:

   i. Use of alcohol that results in behaviors, physical signs, and medical consequences, including but not limited to: staggering, difficulty standing or walking, slurred speech, passing out, blackouts (loss of memory), vomiting, retching, bloodshot and/or glassy eyes, strong odor of alcohol, physical injuries, or other medical problems.

   ii. Use of alcohol in association with inappropriate behavior such as:

   - Verbal abuse
   - Physical abuse
   - Failure to comply with a University or other law enforcement official
   - Property damage

- Any other behavior that violates the Student Code of Conduct

iii. A pattern of recurring episodes of alcohol-related violations of the Student Code of Conduct.

iv. A single episode of intoxication in which the associate vice president/dean of student services or his/her designee believes that the level of alcohol consumption posed a risk to the student's health or well being.

c. **Driving While Impaired (DWI).** Wake Forest University recognizes the material risks to which the impaired driver is exposing the community. Sanctions imposed for this offense are cumulative with sanctions imposed for other relevant offenses. A campus DWI charge does not exempt students from external legal action.

d. **Public Display.** The possession and/or consumption of alcoholic beverages in any public or unregistered area on campus. This includes classroom buildings, the Benson University Center, Reynolda Hall, the library, the gymnasium, Wait Chapel/Wingate Hall, areas outside buildings including lawns, courtyards, balconies, and playing fields, grounds and buildings of Reynolda Gardens, Groves Stadium (unless otherwise designated), all residence hall formal parlors, common lounges, and sun decks.

Students should also note that it is unlawful under North Carolina law (General Statute 18B-102(a)) and a violation of the Wake Forest University alcohol policy for any person to display publicly at an athletic contest fortified wine, spirituous liquor, or mixed beverages. This includes the possession of any of these beverages by persons 21 or older at Groves Stadium.

e. **Purchase or Attempt to Purchase Underage.** No student under 21 shall purchase or attempt to purchase alcoholic beverages.

f. **Unauthorized Keg.** Kegs are not routinely permitted on campus. Organizations may request kegs for special events pending approval and official registration.

g. **Underage Possession and/or Consumption.** No student under 21 shall possess or consume alcoholic beverages, or have in their possession or residence full or empty alcohol containers, beer bongs, funnels, or any other alcohol-related paraphernalia.

h. **Unauthorized Containers.** As referenced above, beer bongs, funnels, or any other alcohol-related paraphernalia are prohibited, even for those of legal drinking age.

3. Contempt of the Judicial Process

Contempt includes failure to appear for a judicial hearing or failure to observe and comply with judicial sanctions. Also, victims in cases involving certain violations of the Code of Conduct may be informed of another student's judicial hearing outcome. Any student found to have shared this information inappropriately would also be in contempt of the judicial process.

4. Controlled Substances

a. **Illegal Drugs.** Use, possession, manufacture, sale, distribution of, transportation of illegal drugs (cocaine, marijuana, heroin, crack, ice, etc.) and drug paraphernalia is prohibited. Students found to be involved in its use, possession, manufacture, sale, distribution, or transportation, on or off campus, will be subject to disciplinary action which may include dismissal from the University. Parents will be notified. See the Substance Abuse Policy and Program section of this publication for background and sanctions.

b. **Prescription and/or Over-the-Counter Medication.** Students found to be involved in the use, possession, sale, or distribution of any prescription medication, excluding those prescribed to that individual by a licensed physician, will be subject to disciplinary action which may

include dismissal from the University. Furthermore, students found to be involved in the use of over-the-counter medication for anything but the intended medical purpose(s) will be subject to disciplinary action. Parents will be notified for any violation of Wake Forest's Controlled Substances policy. See the Substance Abuse Policy and Program Section in this handbook for background and sanctions.

5. Copyright Violations
Federal law restricts the use of copyrighted video, audio, or computer material. Any organization or student using such material should be certain that its use conforms to law.

6. Deadly Weapons
Deadly weapons of any type are prohibited everywhere on campus except for use in the Department of Military Science. Examples include (but are not limited to): BB guns, stun guns, air rifles, air pistols, paintball guns, bowie knives, dirks, daggers, slingshots, leaded canes, switchblade knives, blackjacks, metallic knuckles, razors and razor blades (except solely for personal shaving), and any sharp, pointed or edged instruments, except instructional supplies, unaltered nail files and clips, and tools used solely for preparation of food, instruction, and maintenance.

7. Destruction or Defacement Of Property or Grounds
Any activity which destroys or defaces property or grounds, at the University or elsewhere, is prohibited.

8. Disorderly Conduct
Any behavior that disrupts the regular or normal functions of the Wake Forest University community, that occurs on or off campus, including behavior which breaches the peace or violates the rights of others, is prohibited.

9. Disruption or Obstruction Of University Activities
Intentional disruption or obstruction of teaching, study, research, administration, disciplinary procedures, or other University activity, is prohibited.

10. Failure to Comply with the Directions of University or other Officials
Failure to comply with the directions of Wake Forest University officials (police, residence life and housing staff, etc.) or other appropriate off-campus authorities, including law enforcement officials acting in the performance of their duties, is a serious offense. Such conduct as failure to provide ID and disrespectful, uncooperative, abusive, or threatening behavior will be dealt with severely.

11. Fire Safety Equipment
Giving false fire alarms or tampering with fire extinguisher, fire alarm, or sprinkler equipment is an offense under North Carolina criminal law and the Wake Forest Code of Conduct.

12. Gambling
Gambling is prohibited.

13. General Resident Student Policies
Students are expected to comply with Wake Forest's Residence Hall Rights and Policies. Students living in the residence halls will be held responsible for the actions of their guests. Refer to the *Guide to Community Living* for a complete listing of general resident student policies.

14. Physical Abuse or Threat Of Physical Harm
Physical abuse, injury, or threat of harm to oneself or others is prohibited. These acts include, but are not limited to, assault, battery, and all forms of personal abuse.

15. Indecent Exposure and/or Illicit Sexual Activity
Indecent exposure and illicit sexual activity are prohibited.

16. Off-Campus Conduct: Rules and Guidelines
Wake Forest students are responsible for conducting themselves to avoid bringing

disrepute to the University. Conduct or activity by members of the student body living in, or hosting functions at, off-campus locations which has the effect of unreasonably interfering with the rights of neighbors is prohibited. This standard of conduct recognizes and affirms a responsibility to respect the rights of others appropriate to the setting in which one lives. It also recognizes the duty of Wake Forest students who are residents of off-campus rooms/apartments/houses to control the nature and size of activities carried out in or on their premises consistent with the standards of the University. Disruptive off-campus social functions at single family residences are subject to University review and sanctions. Individual students, groups of students, and student organizations may be held accountable for hosting disruptive events, parties, or social functions

17. Library Policies

Removal of books from the library without following proper checkout procedures or by misuse of identification is prohibited. The use of emergency fire doors to exit the library building is prohibited and will be considered a serious violation of University policy, except in case of a fire emergency.

18. Pyrotechnics and other Explosives

The use and/or possession of pyrotechnics and other explosives is not permitted anywhere on campus.

19. Sexual Harassment

The University seeks to maintain a learning and work environment free from sexual harassment. Sexual harassment is a barrier to the educational, scholarly, and research purposes of the University. Refer to the Sexual Harassment policy in this handbook for further explanations.

20. Computing

The Wake Forest Computing Policy applies to all computer and computer communication facilities owned, leased, operated, or contracted by the University. This includes, but is not limited to, word processing equipment, microcomputers, minicomputers, mainframes, computer networks, computer peripherals, and software, whether used for administration, research, teaching, or other purposes. The policy extends to any use of University facilities to access computers elsewhere.

Refer to the Computing Rights and Responsibilities Policy in this handbook for further explanations.

21. Misuse of Online Resources:

Although the University does not actively monitor students' use of computing resources, any information brought to the attention of University officials about the misuse of online resources, including social networking sites, may be pursued through the University's undergraduate judicial system. Examples of such behavior include, but are not limited to, harassment and threats toward individuals or property, photographs portraying inappropriate or illegal situations, misrepresentation of identity, etc.

22. Sexual Misconduct

Wake Forest University expects all members of its community to act in respectful and responsible ways towards each other. Acts of sexual misconduct constitute grievous violations of University policy. Rape and sexual assault are crimes of violence that are subject to prosecution. It is the responsibility of each individual in the University community to become educated about such acts and their consequences. Sanctions for a finding of responsibility depend upon the nature and gravity of the misconduct. They may include, but are not limited to: expulsion, suspension, disciplinary probation, specialized off-campus treatment and/or other educational sanctions as deemed appropriate by the hearing panel. The University vigorously addresses instances of sexual misconduct and endeavors to preserve a victim's confidentiality. Refer to the Sexual Misconduct Policy in this handbook for terminology and further explanations.

23. Solicitation
The solicitation of sales, services, memberships, or gifts on campus, without permission of the dean of student services or his/her designee, is prohibited.

24. Unauthorized Activity
Any unauthorized activity on University property or elsewhere that compromises the University's pursuit of its mission is prohibited. Examples include, but are not limited to: drinking games, beer pong, jumping from windows and balconies, public urination, unregistered vehicles, and littering.

25. Unauthorized Entry or Occupation
Unauthorized entry or occupation of any University or other facility which is locked, closed to student use, or otherwise restricted as to use, is prohibited.

26. Verbal Abuse and/or Harassment
Verbal abuse is the use of obscene, profane, or derogatory language that abuses or defames another person. Harassment is any action, verbal or nonverbal, that annoys or disturbs another person or that causes another person to be reasonably apprehensive or endangers the health or safety of another person. No student will engage in conduct that limits or restricts the freedom of another person to move about. No student will participate in conduct or nuisance actions that may prevent or distract others from their University studies or the legitimate pursuit of their personal affairs. No student will use a telephone, computer, other electronic media, or third parties to carry out any harassing offences.

27. Violations Motivated by Race, Gender, Sexual Orientation, Religion, and other Factors Specified in the University Non-Discrimination Statement.
The commission of any offense that is motivated by the race, gender, sexual orientation, religion, national origin, cultural background, disability, or any other defining characteristic of an individual or group of individuals is prohibited.

28. Hazing in any form is prohibited.
Refer to the hazing section of this publication for more information.

29. Unregistered Party
Social functions not registered with the Office of Residence Life and Housing, and not hosted by a recognized student organization, which can be characterized by at least some, but not necessarily all, of the following elements: alcohol (or other beverages), entertainment, a critical mass of students, and/or advertising of an event through word of mouth, flyers, or electronic communication.

30. Communicating Threats
Any threat of violence that is issued and communicated via any medium (including electronic communication) which the University interprets as posing a danger to Wake Forest property, people, or the community.

31. Violation of a University Policy Or Law by a Guest
A student will be held accountable for any violation of a University policy, or local, state or federal law that is committed by an acknowledged non-student guest. As such, students are held accountable for the behavior of their guests at all times.

Notification and Appeal Timelines
Unless waived by the accused student(s), five (5) days are allotted from the period of notification of Honor and Ethics Council charges to the date of judicial proceedings.

Appeal timelines to the Judicial Council for all types of judicial proceedings are as follows:

Administrative hearings involving excessive and/or harmful use of alcohol or use of controlled substances: Five (5) days.

Honor and Ethics Council hearings: Five (5) days.

Hearing Practices Cases: Five (5) days.

Community Infractions
The University views first-time adjudicated judicial violations as presenting an

opportunity for constructive engagement, intervention, and education. If the dean of student services or his/her designee finds that a first-time violation of the student code of conduct constitutes an infraction and the student consents to and completes a remedial plan of corrective action, no record of the offense will appear on the student's record. While this information will not be shared externally unless a student transfers to another institution, University offices with a legitimate need to know of student behavior (study abroad programs, scholarship review committees, etc.) will be provided this information upon request.

Infractions are characterized as those offenses that do not rise to a level of gravity that warrant official notation on the student's record. In deciding to characterize an action as an infraction, the dean or his/her designee will consider the gravity and scope of the student's action and whether the infraction was connected to the commission of other ineligible offenses. Violations that are eligible for a community infraction include: first-time underage possession and/or consumption, public display, and other minor violations determined by the dean of student services or his/her designee.

Uncontested Cases

Students who agree with the nature of an underage possession and/or consumption incident, or a public display incident, and the sanction assignment, may elect to resolve the incident as an uncontested case.

Sanctions

Sanctions imposed as a result of community/social responsibility or Honor Code violations become a part of the student's record that is maintained in the Office of the Dean of the College. Parents, guardians, and other interested parties will be contacted on a "need-to-know" basis in cases of non-compliance with sanctions. Sanctions may be increased and additional judicial charges may be pursued in cases of non-compliance.

Although transcripts of the permanent education records are normally issued to students upon written request, they may be withheld when there are unpaid financial obligations to the University or other unresolved issues. Notwithstanding the judicial process, the University reserves the right to take appropriate action in matters involving loss of, or damage to, University property, etc.

Tuition, fees, room rent, and board related charges will not be refunded for findings of responsibility within the undergraduate student judicial review process. Return of Title IV funds will be handled in accordance with federal law.

The following list provides presumptive sanctions for violations of social and community responsibility. Ordinarily these presumptive sanctions will be invoked unless the hearing officer or hearing body believes that other aggravating or mitigating circumstances are involved.

Organizational Conduct

While the Student Life Committee formulates and sets University policy for all student organizations, the primary authority for the supervision and administration of organizational conduct resides in the Division of Student Life. Individuals who join together as a student organization to share common interests and purposes also collectively share a common responsibility to themselves, their group, and the University. They must ensure that individual members or groups of members reflect favorably upon their community. Group leaders bear a special responsibility for ensuring that constituents recognize and embrace these values in carrying out the group's mission. A group cannot ignore or escape its responsibility for the actions of its members.

A. General Principles Of Group Responsibility

Although not all acts of individual group members can or should be attributable to the group, any group or collection of its members acting in concert should be held responsible

	VIOLATIONS	PRESUMPTIVE SANCTION
HONOR CODE	Honor Violation	For academic honor offenses the minimum required sanction is an F in the course in which the offense occurred. This will normally be an irreplaceable F. Additionally the Honor and Ethics Council may assign penalties ranging from community service hours and disciplinary probation to expulsion. A one-semester suspension will be the normal sanction for serious violations of academic integrity, such as submitting another person's paper or writing as one's own or premeditated cheating. Expulsion is an appropriate sanction for a second honor code offense. A similar range of sanctions will be used for non-academic honor offenses, such as deception and stealing. The sanction will depend on the nature and severity of the offense. No student while suspended from Wake Forest may take coursework at another institution and have that work transferred to Wake Forest for credit. "**Disciplinary probation**" is defined as: A period of official censure and heightened scrutiny: a further violation by a student while on disciplinary probation will result in increased sanctions up to and including suspension or expulsion. A student may be required to meet periodically with a dean (or other University official) during his/her period of probation. "**Activities suspension**" is also available as a sanction. This is defined as: A period of time during which a student remains as an enrolled student and continues his/her academic work but does not participate in non-academic activities. Work-study jobs are not suspended during this time; any clarification concerning other activities that may be affected will be made by the Associate Dean for Judicial Affairs.

	VIOLATIONS	PRESUMPTIVE SANCTION

Statement on Alcohol Sanctions. *The University encourages the responsible use of alcohol, including abiding by all NC State Statutes. In this spirit, a system of progressive discipline has been enacted in response to alcohol-related violations of the Code of Conduct. Completion of the following sanctions is required in order for a student to remain enrolled and in good standing at the University. Students of age who choose to drink are encouraged to minimize the risk of alcohol-related problems by engaging in responsible drinking practices. To this*

ALCOHOL	Aiding and abetting underage possession, purchase, or consumption of alcohol	$125 fine, 25 hours community service
	Driving while impaired	$125 fine, 30 hours
	Alcohol abuse	$125 fine, 20 hours, an alcohol assessment at the student's expense, parental and/or guardian notification ***Note:*** *Two or more abuse violations are grounds for suspension or expulsion.*
	Public display	***1st occurrence:*** warning, $75 administrative fee ***2nd occurrence:*** 10 hours
	Purchase or attempt to purchase alcohol (under age 21)	$125 fine, 20 hours
	Unauthorized keg	$125 fine, 50 hours
	Underage possession and/or consumption	***1st occurrence: (Residence Life and Housing): Educational Engagement***: Group education session, parental and/or guardian notification ***2nd occurrence (Dean's Office): Educational Intervention***: One-on-one education session, $75 fine, parental and/or guardian notification ***3rd occurrence: (Dean's Office): Community Infraction*** Online resource, $100 fine, parental and/or guardian notification
	Unauthorized container	$75 fine and other santions as determined on a case-by-case basis

Note: *Parents and/or guardians will be notified of all warnings, infractions, or offenses associated with alcohol use.*

Prior violations: *When a student has a prior judicial violation and incurs a subsequent violation, this will result in additional fines, community service hours, disciplinary probation, and other sanctions as determined on a case-by-case basis.*

	VIOLATIONS	PRESUMPTIVE SANCTION
CONTROLLED SUBSTANCES	Marijuana and other drugs: simple possession and/or use (Schedules III-VI, N.C. General Statutes)	***1st offense:*** $200 fine, 25 hours community service, substance abuse evaluation and completion of all recommended treatment at the student's expense, one year disciplinary probation, parental and/or guardian notification, random drug screening as determined on a case-by-case basis at the student's expense. ***2nd offense:*** Suspension for a minimum of one (1) academic semester. Verification of substance abuse evaluation and completion of all recommended treatment prior to application for re-enrollment, and parental and/or guardian notification
	Other drugs (Schedules I-II, N.C. General Statutes	***1st offense:*** Suspension two semester minimum, random drug screening, $300 fine, parental and/or guardian notification ***2nd offense:*** Expulsion strongly considered; parental and/or guardian notification
	Possession of drug paraphernal	$100 fine, parental and/or guardian notification, other sanctions as determined on a case-by-case basis.
	Drug trafficking	Expulsion; parental and/or guardian notification
	Note: *Cancellation of housing privileges does not represent a waiver of the two-year housing requirement.*	
FIRE SAFETY EQUIPMENT	Intentionally causing false alarm or tampering with fire safety equipment	$100 fine; cancellation of housing contract; sanctions determined on a case-by-case basis if living off campus, notification to parents or guardians
GROUP RESPONSIBILITY		Student organizations which are reasonably perceived as hosting a disruptive party in a single family residential neighborhood will be subject to group sanctions. Greek organizations may be subject to group sanctions, including loss of a pledge class. Activities or events which are reasonably perceived as a substantial risk to the safety, health, and wellbeing of students will result in disciplinary consequences, including loss

Prior violations: *When a student has a prior judicial violation and incurs a subsequent violation, this will result in additional fines, community service hours, disciplinary probation, and other sanctions as determined on a case-by-case basis.*

	VIOLATIONS	PRESUMPTIVE SANCTION
GROUP RESPONSIBILITY *(continued)*		of off-campus housing, block housing, lounges, or other organizational privileges. Hazing will result in group sanctions which may include the loss of University recognition. An extended pledge or new member education period beyond the approved six-week timeframe will result in loss of a pledge class.
HAZING		Sanctions up to and including loss of group recognition or other outcomes as determined on a case-by-case basis
HOUSING POLICIES	General resident student policies	See the *Guide to Community Living* and "Residence Hall and Dining Agreement"
RULE 16	Various forms of problematic off-campus behavior	***1st occurrence:*** warning; parental and landlord or property manager notification, and a fine (individuals $200; groups $400). ***2nd occurrence:*** After one incident, disciplinary action, or warning, disruptive parties in single family neighborhoods, which are the subject of law enforcement intervention, will result in the revocation of off-campus housing approval for individual students. Additionally, repeated offenses that do not result in law enforcement action, but which would be perceived by a reasonable person to be disruptive, may also result in sanctions. Evidence of disruptive parties or social gatherings may include: the nature and size of the event, law enforcement citations, charges or arrests, injuries, safety risks, and violations of University policies.
RULE 20	Violations of the "Policy on the Responsible and Ethical Use of Computing Equipment" may result in one or more of the following sanctions, plus any additional actions deemed necessary by Information Systems or the University judicial system	$75 fine, suspension of ability to perform interactive logins on the relevant machines on campus Suspension of ability to login to a campus network Suspension of ability to send e-mail Suspension of ability to receive e-mail Increased monitoring of further computer activity (beyond normal systems monitoring)

Prior violations: *When a student has a prior judicial violation and incurs a subsequent violation, this will result in additional fines, community service hours, disciplinary probation, and other sanctions as determined on a case-by-case basis.*

	VIOLATIONS	PRESUMPTIVE SANCTION
RULE 21	Misuse of online resources	Sanctions are determined on a case-by-case basis, up to and including, University suspension or expulsion.
SEXUAL MISCONDUCT		Sanctions for a finding of responsibility depend upon the nature and gravity of the misconduct. They may include, but are not limited to: expulsion, suspension, disciplinary probation, specialized off-campus treatment and/or other educational sanctions as deemed appropriate by the hearing panel.
MISCELLANEOUS	Contempt of judicial process	Disciplinary probation, doubling of any originally assigned sanctions, other sanctions determined on a case-by-case basis.
	Copyright violations	$75 fine, 20 hours
	Deadly weapons	Immediate suspension, pending judicial hearing
	Destruction or defacement of property or grounds	Sanctions determined on a case-by-case basis, up to and including University suspension. Strong consideration will be given to a disciplinary probation status for a minimum of one semester.
	Disorderly conduct	$75-$125 fine, 30-50 hours, determined on a case-by-case basis
	Disruption or obstruction of University activities	$75 fine, 25 hours, letter of apology
	Failure to comply with directions of University or other officials	
	Level I where behavior includes failure to provide ID, disrespectful or uncooperative behavior	$75-$100 fine, 30-40 hours, letter of apology, warning letter from dean of student services
	Level II includes the above plus abusive or threatening behavior accompanied by other issues giving rise to a higher level of sanction	$100-$125 fine, 40-50 hours, letter of apology, cancellation of housing contract

Prior violations: *When a student has a prior judicial violation and incurs a subsequent violation, this will result in additional fines, community service hours, disciplinary probation, and other sanctions as determined on a case-by-case basis.*

	VIOLATIONS	PRESUMPTIVE SANCTION
MISCELLANEOUS *(continued)*	False identification (possession)	$150 fine, 50 hours
	Gambling	Sanctions determined on a case-by-case basis, up to and including University suspension. Strong consideration will be given to a disciplinary probation status for a minimum of one semester.
	Physical abuse or threat of physical harm	Sanction (up to and including expulsion) determined on a case-by-case basis
	Indecent exposure and/or illicit sexual activity	$100 fine, 20 hours, plus other case-specific sanctions as appropriate
	Library policies	Determined on a case-by-case basis
	Pyrotechnics	$100 fine, 20 hours, loss of one housing priority point and/or cancellation of housing contract
	Solicitation	$75 fine, 20 hours
	Communicating threats	Suspension for a minimum of two (2) academic semesters will occur, or expulsion
	Unauthorized activity	$75 fine and other sanctions as determined on a case-by-cases basis
	Unauthorized entry or occupation	Determined on a case-by-case basis
	Unregistered party	Sanctions as determined on a case-by-case basis, and may include the following: For chartered organizations, loss of privileges, including lounge use and social hosting opportunity; for individuals, fines, alcohol education and assessment, and additional judicial charges including aiding and abetting underage possession and/or consumption of alcohol.

Prior violations: *When a student has a prior judicial violation and incurs a subsequent violation, this will result in additional fines, community service hours, disciplinary probation, and other sanctions as determined on a case-by-case basis.*

MISCELLANEOUS *(continued)*	Verbal abuse and/or harassment	***1st offence:*** $100 fine, 30 hours, loss of one housing priority point, letter of apology, and a no contact provision ***2nd offence:*** Appropriate fines, hours, cancellation of housing contract, and sanctions up to and including suspension or expulsion, as determined on a case-by-case basis
	Violation of a University Policy or Law by a Guest	Determined on a case-by-case basis
	Violations motivated by race, gender, sexual orientation, religion, and other factors specified in the University non-discrimination statement in this handbook	***1st offense:*** $150 fine, 40 hours community service, loss of one housing priority point, letter of apology, no contact provision, and other sanctions as appropriate and in consultation with the victim ***2nd offense:*** Appropriate fines, hours, cancellation of housing contract, and sanctions up to and including suspension or expulsion, as determined on a case-by-case basis

Prior violations: *When a student has a prior judicial violation and incurs a subsequent violation, this will result in additional fines, community service hours, disciplinary probation, and other sanctions as determined on a case-by-case basis.*

for its actions. Occasional lapses of individual members or isolated individual failures in restraint should not be chargeable to the group. Evidence of group conduct exists where:

1. Members of the group act in concert to violate University standards of conduct.
2. A violation arises out of a group-sponsored, financed, or endorsed event.
3. Planning and preparation for the event by members of the group can be documented.
4. Members of the group provide formal or informal communication to others regarding the event.
5. The incident occurs on the premises owned or operated by the group.
6. More than 25% of the active membership of the group is present at the event.
7. Executive leaders are present at the event or a group leader(s) has knowledge of the event before it occurs and fails to take corrective action when indicated.
8. A pattern of individual violations is found to have existed without proper and appropriate group control, remedy, or sanction.
9. Members of a group act in concert, or the organization provides the impetus (probable cause) for violation of University rules and regulations.

In determining whether a group may be held collectively responsible for the individual actions of its members, all the factors and circumstances surrounding the specific incident will be reviewed and evaluated. As a guiding principle, groups will be held responsible for the acts of their members when those acts grow out of, or are in any way related to, group life.

Every organization has the duty to take all reasonable steps to prevent any infraction of University rules and state laws growing out of or related to the activities of the organization. To this end, each organization is expected to educate its members regarding their risk management policy and all applicable University policies and state laws.

B. Residential Group Responsibility—Additional Principles

Residential groups will be held responsible as a body for failure to meet obligations; they cannot, on the one hand, be extended autonomy and be supported by the University and, on the other hand, fail to take responsibility for actions resulting from that freedom.

1. The University allows residential and student groups the opportunity for a great deal of freedom in the organization of their social lives, and in return assumes that these bodies will promote and practice high standards of responsible behavior. It is the responsibility of the officers, or governing bodies, to establish a social environment which will encourage serious study and respect for the privacy of each member, provide social functions consistent with good taste, and administer appropriate and immediate control over those students who do not adhere to these standards.
2. Residential groups are not held responsible for the occasional lapses of individual members, but any group which fails to maintain social decorum, incurs damages to property, allows wanton or obscene conduct to go unchecked, gives encouragement or shows indifference to or disregard of University regulations, or consistently indulges in irresponsible or disorderly activity, is open to warning, fine, probation, suspension or expulsion.
3. Included among the responsibilities that residential groups must accept are the enforcement of all fire laws, rules, and specifications; the proper use of fire-fighting and prevention equipment; prevention of, damage to, or destruction of property and maintaining the residential buildings to provide at all times a sanitary, clean and safe environment. It is expected that group self-enforcement will be sustained by persuasion and censure, suspension, fine, and expulsion, when necessary.
4. The specific fulfillment of corporate social responsibilities in compliance with University rules includes:

   a. Social Decorum. At all social functions, whether involving alcoholic or dry beverages in nature, appropriate social decorum must be maintained by the corporate influence of the residential group and its officers.

   b. Moral Decorum. Immoral or obscene behavior is unacceptable to the University.

   c. Sexual Harassment. All student organizations are responsible for promoting an environment free from sexual harassment both within their organizations and on campus through policies and practices which affirm the dignity of each student, regardless of gender.

   d. Privacy. Each residential group is responsible for the maintenance of an atmosphere suitable for study, privacy, and rest, according to the rules of the residential buildings.

   e. Alcoholic Beverages. A residential group is held responsible for any corporate activity which encourages its members or guests to drink alcohol immoderately, which results in any injury to persons or damage to property, or violates University

rules and regulations, or is in violation of the law. Isolated individual failures in restraint are not chargeable to the group. However, any residential group is liable to disciplinary measures if it fails to show active concern for those who are unable to drink without injury to themselves or others, or offense to society.

f. Group Housing. The University's Statement of Mission and Purpose defines Wake Forest as a residential campus with a distinctive nature which is conducive to learning and interaction. Because the University has an obligation to preserve its distinctive residential character while assuring the general safety and well-being of student residential groups, all residential organizations shall reside in University or University-approved student housing and shall be subject to all rules and regulations governing residential life and housing. Residential organizations shall be defined as a set of students who reside together and are members of a group (recognized or not) which has some organized structure, ongoing existence and central purpose.

g. Lounge Space. The University provides lounge space for use by recognized groups on a short-term or long-term basis according to policies established by the Student Life Committee. Lounge space and block housing allocations for student groups are subject to periodic review by the Student Life Committee. Such reviews are based on an assessment of the organization's past and potential contributions to the intellectual, cultural, and social purposes of the University community. A complete description of the leased lounge and block housing review process is available in the Office of Residence Life and Housing. The use of off-campus facilities for social purposes on an ongoing basis shall be subject to approval by the University and in conformity with University rules for such kind of activities.

h. Reporting. It is corporate responsibility to promptly report to the appropriate University authority any serious illness or injury, whatever the cause, which may affect the health, safety, and welfare of the residents.

C. Group Disciplinary Procedures

The dean of student services has the responsibility of hearing all cases of group violations. The dean has the prerogative to utilize an investigator and/or the Group Advisory Panel in reviewing and acting upon cases involving organizational conduct. Before a hearing, the dean shall notify the chair of the Student Life Committee of any charges against a group, the facts supporting the charge, and the dean's interest in hearing and deciding the case.

The dean may choose to delegate all or part of the case to the Group Advisory Panel for review and recommendation. Upon receiving recommendations from the Group Advisory Panel, the dean may accept, reject, modify, or incorporate such recommendations into his decision.

Upon petition of appeal by the group within ten days after the decision, the Committee may review the dean's decision if error is reasonably asserted by the group. Determination of such error is based on the fairness of the hearing, or the sufficiency of evidence to support judgment, and on the appropriateness of sanction. The dean or committee has the authority to institute the sanctions of "warning," "probation," "suspension," or "loss of recognition." Copies of the complete text of the University position on organizational conduct are available in the student life office.

Hazing

Hazing Hotline 336.758.HAZE (4293)

A phone mailbox is available to members of the Wake Forest community who wish to report anonymously any student behavior which may be of a hazing nature. Such reports will be followed up by the Office of Residence Life and Housing (Greek affairs area) and appropriate action taken.

Hazing Policy

Wake Forest University prohibits all forms of hazing which may result in physical and psychological harm to a person.

The anti-hazing policy contained here is that of Wake Forest University. Violators are subject to possible criminal action by governmental authorities, in addition to being held accountable through the University's judicial process.

Hazing includes attempting to or recklessly or negligently causing physical or emotional injury. Hazing activities and behaviors include, but are not limited to, the following: the forced consumption of any substance, sleep deprivation, paddling or striking in any manner, performing calisthenics, personal servitude, conducting activities that do not allow time to meet academic commitments, requiring the violation of University policies, or federal, state or local laws, and any activity likely to cause embarrassment or humiliation.

Corrective Action

If a reasonable investigation determines that the organization planned, discussed, or carried out a hazing activity it may be organizationally penalized. Participation in hazing is prohibited and consent to being hazed is not an acceptable defense. Persons who may be found in violation of hazing can include those who implement or initiate hazing, anyone in a leadership role in the chapter, anyone who permits the hazing to occur within their residence (aiding and abetting), any new member who willfully participates in hazing activities during new member education, and any other victim(s) who knowingly and willfully consent to being hazed.

Reporting and Preventing Hazing

All members of the University community share the responsibility to prevent and report allegations of hazing. To avoid any errors in judgment, all Greek organizations must submit a detailed list of new member activities to the Director of Greek Life at the beginning of the new member education period.

Resources

Hazing Hotline 336.758-HAZE (4293)

Wake University Police 336.758.5591

Winston-Salem Police Department 336.773.7700

Emergency (on campus) 5911

Emergency (off campus) 911

University Counseling 336.758.5273

Residence Life & Housing 336.758.5185

Dean of Student Services Office 336.758.5226

Greek Life Principles and Policies

National social Greek-letter sororities and fraternities comprise an integral part of the undergraduate campus community. Recognizing that membership in a sorority or fraternity can be of significant educational value, the University supports the concept that such membership offers a distinctive developmental option for students. The sororities and fraternities share responsibility with the University for facilitating the learning process for all students and for cultivating an environment that enriches their educational experiences.

To help guide and support the Greek-letter organizations in the pursuit of their ideals and the educational mission of the University, the Student Life Committee has established a series of Principles and Policies Governing Greek Life. Included in these principles and policies are statements regarding recruitment, new member education, group housing, race and sexual harassment issues. Copies of these principles and policies are available through the Office of Residence Life and Housing.

Non-Discrimination Statement

Wake Forest University is committed to administer all educational and employment activities without discrimination because of race, color, religion, national origin, age, sex, veteran status, handicapped status or disability as required by law. In addition, Wake

Forest rejects hatred and bigotry in any form and adheres to the principle that no person affiliated with Wake Forest should be judged or harassed on the basis of perceived or actual sexual orientation. In affirming its commitment to this principle, Wake Forest does not limit freedom of religious association or expression, does not presume to control the policies of persons or entities not affiliated with Wake Forest, and does not extend benefits beyond those provided under other polices of Wake Forest.

The University has adopted a procedure for the purpose of resolving discrimination complaints. Inquiries or concerns should be directed to the dean of student services, at 336.758.5226; the dean of the College, at 336.758.5505; or the director of equal opportunity and employee relations, at 336.758.4814.

Student Complaints

Situations may arise in which a student believes that he or she has not received fair treatment by a representative of the University or has a complaint about the performance, actions, or inaction of the staff or faculty affecting a student. The procedure for bringing these issues to the appropriate person or body is outlined below. Students are encouraged to seek assistance from their advisers or another member of the faculty or staff in evaluating the nature of their complaints or deciding on an appropriate course of action.

A complaint should first be directed as soon as possible to the person or persons whose actions or inactions have given rise to the problem—not later than three months after the event. For complaints in the academic setting, the student should talk personally with the instructor. Should the student and instructor be unable to resolve the conflict, the student may then turn to the chair of the involved department for assistance. The chair (or dean) will meet with both parties, seek to understand their individual perspectives, and within a reasonable time, reach a conclusion and share it with both parties. Finally, a student may appeal to the Committee on Academic Affairs which will study the matter, work with the parties, and reach a final resolution.

Students having complaints outside the academic setting, and who have been unable to resolve the matter with the individual directly involved, should process the complaint in a timely manner through the administrative channels of the appropriate unit. Students uncertain about the proper channels are encouraged to seek advice from faculty advisers, deans' offices, or the Office of the Dean of Student Services. Complaints which rise to the level of a grievance (as determined by the earlier steps in the process) may be heard as a final appeal before a committee chaired by an appropriate person chosen by the provost, which will include a representative of the faculty and a member of the student body. The grievance must be filed in writing. Grievances not deemed frivolous by the committee will be heard. The student may be assisted during the hearing by a member of the University community.

The complaint/grievance process outlined above is meant to answer and resolve issues arising between individual students and the University and its various offices from practices and procedures affecting that relationship. In many cases, there are mechanisms already in place for the reporting and resolution of specialized complaints (harassment and discrimination for instance), and these should be fully utilized where appropriate. Violation of student conduct rules or the honor system should be addressed through the judicial process specifically designed for that purpose.

Sexual Misconduct

For additional information regarding the sexual misconduct policy and accompanying guidelines that further address how to obtain assistance, please refer to the student life Web site at www.wfu.edu/campus-life/studentlife. Select the "Policies" tab.

Wake Forest University expects all members of its community to act in respectful and responsible ways toward each other. Acts of sexual misconduct constitute grievous violations of University policy. Rape and sexual assault are crimes of violence that are subject to prosecution. It is the responsibility of each individual in the University community to become educated about such acts and their consequences. The University will vigorously address instances of sexual misconduct and will endeavor to preserve a victim's confidentiality. Sanctions for a finding of responsibility for sexual misconduct depend upon the nature and gravity of the misconduct. They may include, but are not limited to: expulsion, suspension, disciplinary probation, specialized off-campus treatment, and/or other educational sanctions as deemed appropriate by the hearing officer.

The University encourages members of the Wake Forest community to be aware of both the consequences of sexual assault and the options available to victims, as well as University guidelines applicable to both victims and accused students.

It is crucial to obtain medical attention as soon as possible to determine the possibilities of physical injury, to prevent or treat sexually transmitted diseases and to prevent pregnancy. The Student Health Service is open 24 hours when the University is in session and can provide a student with treatment options including performing a urine drug screen for "date rape drugs." It is also important to consider having an evidence collection kit completed within 72 hours, should the victim decide that they might want to file legal or judicial charges, either immediately or at a later date. These procedures may be obtained through the emergency departments at Forsyth Medical Center or Wake Forest University Baptist Medical Center.

It is important that victims receive the support and information they need to make considered decisions about how to proceed. On-campus resources include the CARE Coordinator (Professional Victim's Advocate) and University Counseling Center staff who are available on a 24-hour basis when the University is in session; PREPARE Student Advocates, Wake Forest students who have received training in working with other students who have been sexually assaulted; a member of the campus ministry staff; or residence life and housing, including resident advisors who are familiar with campus referral sources.

Victims may report an incidence of sexual misconduct either directly to University Police or the Office of the Dean of Student Services for incidents that occur on campus, or the Winston-Salem Police for incidents that occur off campus. If the alleged assailant is thought to be a Wake Forest student, victims are encouraged to report an incident of sexual misconduct to the Office of the Dean of Student Services where a judicial process has been established to address complaints of sexual misconduct. A student may file a complaint of sexual misconduct at any time during their matriculation at Wake Forest, regardless of the length of time between the alleged misconduct and the decision to file the complaint. Victims may also consider pursuing a civil suit for monetary damages, or they may pursue criminal prosecution by having charges filed by a prosecutor or district attorney.

The decision to prosecute through either the judicial system or through other legal channels rests with the victim. While students are encouraged to report any sexual assault as soon as possible, they may initiate University judicial proceedings at any time while the individuals involved are students at the University.

I. Forms of Abusive Conduct

Sexual Misconduct: Sexual misconduct is defined as any physical act of a sexual nature perpetrated against an individual without effective consent or when an individual is unable to freely give consent. Sexual misconduct includes, but is not limited to:

Attempted or completed sexual intercourse or penetration (anal, oral or vaginal), however slight, with any body part or any object, by a man or a woman upon a man or a woman, without effective consent. This includes vaginal penetration by a penis, object, tongue, or finger; anal penetration by a penis, object, tongue, or finger; and oral copulation (mouth to genital contact or genital to mouth contact).

Sexual touching (including disrobing or exposure), however slight, with any body part or any object, by a man or a woman upon a man or a woman, without effective consent. Sexual touching includes any contact with the breasts, buttocks, groin, or genitals, or touching another with any of these body parts, or making another touch you or themselves with or on any of these body parts.

Sexual exploitation, defined as taking non-consensual, unjust, or abusive sexual advantage of another, for his/her own advantage or benefit; or to benefit or advantage anyone other than the one being exploited. Sexual exploitation encompasses a wide range of behaviors which may include but are not limited to:

- Inducing incapacitation with the intent to rape or sexually assault another student;
- Non-consensual video or audio-recording of sexual activity;
- Allowing others to observe a personal act of consensual sex without knowledge or consent of the partner;
- Engaging in Peeping Tommery (voyeurism);
- Knowingly transmitting an STD or HIV to another student;
- Prostituting another student (i.e. – personally gaining money, privilege, or power from the sexual activities of another student)

Stalking: (according to N.C. Statute 14-277.3): Occurs when a person willfully on more than one occasion follows or is in the presence of another person without legal purpose and with the intent to cause death or bodily injury or with the intent to cause emotional distress by placing that person in reasonable fear of death or bodily injury. If committed with the intent to cause reasonable fear of death or bodily injury, the following examples MAY constitute stalking:

- Unwanted and/or threatening mail, phone calls, e-mails, text messaging, etc.
- Persistent physical approaches and/or requests for dates, meetings, etc.
- Following a person or coincidentally showing up at places a person frequents
- Waiting outside a person's residence, school, or place of employment
- Vandalism/destruction of a person's personal property
- Breaking into a person's car or residence

Cyberstalking: (N.C. Statute 14-196.3) Occurs when a person uses electronic mail or electronic communication to convey any words or language threatening to inflict bodily harm to a person, or physical injury to the property of any person, or for the purpose of extorting money or other things of value from a person; to communicate to another repeatedly, for the purpose of abusing, annoying, threatening, terrifying, harassing, or embarrassing any person; to knowingly make any false statement concerning death, injury, illness, disfigurement, indecent conduct, or criminal conduct of the person electronically mailed or of any member of the person's family or household with the intent to abuse, annoy, threaten, terrify, harass, or embarrass. If committed with the intent and for the purpose of abusing, annoying, threatening, terrifying, harassing, or embarrassing, the following examples MAY constitute cyberstalking.

- Unwanted/unsolicited e-mail, phone calls, or text messages

- Unwanted/unsolicited talk request in chat rooms
- Disturbing messages on online bulletin boards
- Unsolicited communications about a person, their family, friends, acquaintances, and coworkers
- Identity theft (using someone's social security number to obtain credit cards fraudulently in their name)
- Sending/posting disturbing messages with another user name

II. Terminology

Effective consent: The University's definition of sexual misconduct mandates that each participant obtains and gives effective consent in each instance of sexual activity. Effective consent is informed, freely and actively given, mutually understandable words or actions, that indicate a willingness to participate in mutually agreed upon sexual activity. In the absence of mutually understandable words or actions it is the responsibility of the initiator, that is, the person who wants to engage in the specific sexual activity, to make sure that they have consent from their partner(s). Consent is mutually understandable when a reasonable person would consider the words or actions of the parties to have manifested a mutually understandable agreement between them to do the same act, in the same way, at the same time, with each other. Relying solely upon non-verbal communication can lead to miscommunication. It is important not to make assumptions. If confusion or ambiguity on the issue of consent arises anytime during the sexual interaction, each participant should stop and verbally clarify their willingness to continue.

- Consent may not be inferred from silence, passivity or lack of active resistance alone.
- A current or previous dating or sexual relationship with the respondent (or anyone else) may not, in itself, be taken to imply consent.
- Consent cannot be implied by attire, or inferred from the buying of dinner or the spending of money on a date.
- Consent to one type of sexual act may not, in itself, be taken to imply consent to another type of sexual act.
- Consent has an expiration date. Consent lasts for a reasonable time, depending on the circumstances.
- Consent to sexual activity may be withdrawn at any time, as long as the withdrawal is communicated clearly; upon clear communication, all sexual activity must cease.
- Consent which is obtained through the use of fraud or force, whether that force is physical force, threats, intimidation, or coercion, is ineffective consent. Intimidation or coercion is determined by reference to the reasonable perception of a person found in the same or similar circumstances.
- Consent may never be given by:
    - Minors to legal adults
    - Mentally disabled persons on a case-by-case determination
    - Persons who are physically incapacitated as a result of alcohol or other drugs or who are unconscious or otherwise physically helpless. Incapacitation means being in a state where a person lacks the capacity to appreciate the nature of giving consent to participate in sexual activity.
- One may not engage in sexual activity with another who one knows, or should reasonably have known, is physically incapacitated.
- The use of alcohol or other drugs can have unintended consequences. Alcohol or other drugs can lower inhibitions and create an atmosphere of confusion over whether consent is freely and effectively given. The perspective of a reasonable person will be the basis for determining

whether one should have known about the impact of the use of alcohol or drugs on another's ability to give consent. Being intoxicated or high does not diminish one's responsibility to obtain consent and is never an excuse for sexual misconduct.

Electronic communication: Any transfer of signs, signals, writing, images, sounds, data or intelligence of any nature, transmitted in whole or part by a wire radio, computer, electromagnetic, photoelectric, or photo-optical system.

Electronic mail: The transmission of information or communication by the use of the Internet, a computer, a facsimile machine, a pager, a cellular telephone, a video recorder, or other electronic means sent to a person identified by a unique address or address number and received by that person.

III. Limited Immunity

The University considers the reporting and adjudication of sexual misconduct cases on campus to be of paramount importance. The University does not condone underage drinking. However, the University will extend limited immunity from sanctioning in the case of illegal alcohol use to victims and to those reporting incidents and/or assisting the victims of sexual misconduct. Limited immunity means that, depending on the nature of the victim's or the reporting student's violation, it may be addressed by the University, through education or counseling, if appropriate.

IV. Appeals Process

Victim's Impact Statement

In cases involving sexual misconduct, the Judicial Council will invite the victim to provide a statement for inclusion in the appeal hearing. The statement may be written or video-recorded. During the appeal hearing it will be read/viewed by all persons present. The purpose of this statement is to allow the victim to have the victim's perspective included in the appeal phase of the process.

Sexual Harassment

The University seeks to maintain a learning and work environment free from sexual harassment. Sexual harassment is a barrier to the educational, scholarly, and research purposes of the University.

The determination of what constitutes sexual harassment will vary with the particular circumstances, but it may be described generally as unwanted sexual behavior, such as contact or verbal comments or suggestions, which adversely affect the working or learning environment of an individual.

Any member of the Wake Forest community who believes that he or she has been sexually harassed is encouraged to bring the matter to the attention of an appropriate officer of the University. Problems, questions, and grievances can be brought to and discussed with anyone in a supervisory position. Some administrators, who may be especially helpful in advising and aiding a person's own efforts to resolve a problem, are the dean of the school involved, the dean of student services, the equal opportunity officer, the University Counseling Center, or PREPARE.

Administrative Withdrawal Policy

A student may be subject to administrative withdrawal from the University when, in the judgment of the director of Student Health Service, the director of the counseling center, or the dean of student services and with the concurrence of the vice president of student life and instructional resources, the student:

A. Engages, or threatens to engage, in behavior that poses a significant danger of causing imminent physical or psychological harm to self or others, or

B. Directly and substantially impedes the activities of members of the University community, including other students, University employees, and visitors.

The standards and procedures to be followed are on file in the offices of the vice president for student life and instructional resources and the dean of student services.

Wake Forest University Alcohol Position Statement

Central to its mission, the University believes in the development of the whole person–intellectual, moral, spiritual and physical. Alcohol misuse inhibits students' development and is negatively correlated with academic success and personal safety. The health and well-being of the campus community relies on individuals and groups taking responsibility for choices related to alcohol use.

- The University supports the decision of students not to use alcohol.
- The University emphasizes prevention education about the misuse of alcohol and the community's expectations (policy) concerning the use of alcohol.
- Students whose drinking creates risks to the health and safety of themselves or others are subject to judicial review and action.
- The University observes all applicable state and federal laws regarding alcohol use and holds students accountable for their choices.
- The University provides medical and therapeutic responses for individuals with alcohol related concerns.

Campus rules regarding alcohol use can be found in the *Student Handbook* online at www.wfu.edu/studentlife/judicial.

The University's Position Statement on Alcohol serves as a guide for programs and policies regarding alcohol. One set of programs are those that educate students about specific behaviors that promote their academic success and personal development, and safeguard the well-being of the community. Practicing the following behaviors will reduce students' risks (academic, social, physical, legal, personal) related to alcohol use.

Good practices include:

- Choosing not to use alcohol.
- Drinking alcohol only when you are of legal age.
- Deciding before you go out whether you will drink and, if you decide to drink, choosing not to exceed the amount of alcohol that is low-risk for you.
- Always knowing what you are drinking.
- Eating a full meal before drinking, not just salty food such as pretzels or chips.
- Never drinking alcohol to get a head start before attending an event.
- Having a plan of how you will get home safely.

Alcohol Policy

The goal of this policy is to appeal to students to make low-risk choices regarding their use of alcohol. As educators, we recognize that a certain tension exists between the legal and sub-cultural realities related to drinking behaviors; our aim is to help students make informed decisions, so that they can achieve their fullest potential. By abiding by this policy, students should be able to make responsible decisions regarding alcohol use.

Decisions about the use of alcohol are the responsibility of the individual within the constraints of the law. Those of legal age who choose to consume alcohol are expected to do so in a low risk manner. We also believe the University should educate all its members about the proper use and dangers of alcoholic beverages and encourage constructive change when abuses occur.

The regulations and practices governing the use of alcoholic beverages apply to all Wake Forest undergraduate students, as well as their guests and visitors. Responsibility for knowing and abiding by the Wake Forest

University Alcohol Policy for Undergraduate Students rests with each individual.

Effective September 1, 1986, the minimum age for the legal purchase and possession of alcoholic beverages in North Carolina was changed to 21. Wake Forest University recognizes the responsibility of the state and federal governments with regard to the welfare of their citizens and, accordingly, supports this law in University social regulations. Generally, the law provides that 1) a person must be at least 21 to attempt to purchase, purchase, or possess any alcoholic beverage; 2) it is unlawful for a person to sell or give alcoholic beverages to an underage person; and 3) it is illegal to use fraudulent identification or to allow another person to use one's own identification to obtain alcoholic beverages illegally. The state Supreme Court has upheld the principle of social host liability. The principle of social host liability holds a server of alcohol responsible for serving a person who the server knows or should have known was intoxicated if the intoxicated person injures a third party.

General Regulations

Possession or consumption of alcoholic beverages is permitted only in accordance with this policy. Failure to comply with this policy and applicable laws, including disruptive behavior resulting from excessive and/or harmful use of alcohol (e.g. disruptive acts, public intoxication, damage to public or private property, and driving under the influence of alcohol), subjects the individual to judicial action within the University and/or in a court of law.

1. All Wake Forest University undergraduates and their guests are subject to University regulations and policies concerning the use of alcoholic beverages as well as all federal, state, and local laws. Wake Forest University students are responsible for the behavior of their guests.
2. The sale of alcoholic beverages on campus is prohibited except for sales by the designated University Food Service or at specially permitted events. Each event in this category requires a separate, one-time special permit, which may be obtained through ARAMARK, Wake Forest's Dining Services operator.
3. Alcoholic beverages for social functions sponsored by undergraduates and undergraduate student organizations may not be purchased with University funds.
4. This policy outlines responsible behavior for individual undergraduate students and student organizations, both on and off campus. This includes students participating in Wake Forest sponsored or sanctioned activities and student organization social events. When students study abroad, they are expected to abide by the legal drinking age in the country(ies) where they study/travel. In the case of such violations, the Wake Forest judicial process is triggered by reports from authorized officials.

Individual Regulations

1. Students and their guests of legal age may consume alcoholic beverages in the following locations on the Reynolda campus: residence hall rooms (except in substance-free areas), University apartments, leased lounges (members and guests only), suite lounges in Martin Hall, North Area University houses, and Shorty's.
2. Students and their guests of legal age may consume alcohol on leased patio areas after 5 p.m. on weekdays and after noon on Saturday and Sunday.
3. Possession of alcoholic beverages in open primary or secondary containers outside designated areas is prohibited and constitutes public display. A primary container is the original package (can, bottle, etc.) in which an alcoholic beverage is purchased or otherwise obtained. A secondary container is a device into which an alcoholic

beverage has been transferred from its primary container or a device used for concealment, such as a Koozie.

4. Alcoholic beverages may not be consumed in common lounges of residential facilities except during a registered function.
5. Residents and their guests are not allowed to carry primary or secondary open containers of alcohol to or from suite/floor lounges at any time. The transportation of open containers of alcohol to and from lounges constitutes "public display." A legal age student who transports alcohol anywhere outside of an area within which consumption has been approved (i.e., residence room, suite/hall lounge, registered area) must ensure that the alcohol is in its original unopened primary container.

Organizational Regulations

Student organizations hosting social functions where alcohol is served must abide by all University regulations and applicable laws. Such groups are responsible for managing their social functions in a manner consistent with the Party Management System's policies and procedures.

1. Persons of legal age may consume beer and unfortified wine at social functions registered in accordance with this policy. Attendance at all such functions is limited to Wake Forest students and their invited guests.
2. Host organizations must ascertain that individuals who consume alcoholic beverages at a social function are at least 21 years of age.
3. Host organizations must prominently display information regarding North Carolina state law.
4. All formal recruitment functions for social organizations are dry; that is, no alcohol is permitted.
5. Organizations holding social functions at any off-campus location at which alcohol is available must abide by all laws and be aware that their organization represents Wake Forest University. The organization may be held accountable for its actions through the University judicial process.
6. Alcoholic beverages may not be stored / held in organizational lounges at any time other than during an officially registered social function.
7. Wake Forest University requires that all Greek organizations understand and comply with their national policies and guidelines related to the purchase, distribution and consumption of alcoholic beverages.
8. In the event of differences between Wake Forest University and national organization policies, Wake Forest policies shall supercede those national policies; that is, students are expected to follow Wake Forest policies first.

Administration of the Policy

1. The Alcohol Coalition reviews the University Alcohol Policy and alcohol rules and regulations on a regular basis. The Coalition reports its findings to the vice president for student life and instructional resources and the Student Life Committee.
2. The implementation of the Wake Forest University Alcohol Policy for Undergraduate Students is under the direction of the Office of Residence Life and Housing. The director of Greek life and the associate vice president and dean of student services administer the policy in consultation with the vice president for student life and instructional resources and the Student Life Committee.
3. Individuals found in violation of University regulations are subject to judicial action as specified in this handbook. The University judicial system is jointly administered by the dean of student services, the associate dean/ judicial officer, and the Honor and Ethics Council.

4. Organizations found in violation of this policy will be subject to established sanctions as determined by the Office of the Associate Vice President /dean of student services and/or the Office of Residence Life and Housing.

Alcohol Abuse

Substance abuse, especially alcohol abuse, is a significant problem on university campuses nationwide. Wake Forest University is no exception. The University has established a community standard that alcohol abuse will not be tolerated here.

Alcohol abuse at Wake Forest is defined as:

1. Use of alcohol that results in behaviors, physical signs, and medical consequences, including but not limited to: staggering, difficulty standing or walking, slurred speech, passing out, blackouts (loss of memory), vomiting, retching, bloodshot and/or glassy eyes, strong odor of alcohol, physical injuries, or other medical problems.
2. Use of alcohol in association with inappropriate behavior such as:
   - Verbal abuse
   - Physical abuse
   - Failure to comply with a University or other law enforcement official
   - Property damage
   - Any other behavior that violates the Student Code of Conduct of the University
3. A pattern of recurring episodes of alcohol-related violations of the Student Code of Conduct.
4. A single episode of intoxication in which the associate vice president/dean of student services or his/her designee believes that the level of alcohol consumption posed a risk to the student's health or well being.

Seeking Help in Medical Situations Involving Alcohol

Wake Forest is a community where people notice when others need help and care enough to make sure that they get the assistance that they need. Unfortunately, this is not always the case when students are engaged in dangerous drinking behaviors. In a number of cases students do not call for help when their friends are in danger of alcohol poisoning or illness. If you know someone who has had too much to drink, please take him or her to Student Health Service.

If you cannot get your friend to Student Health Service and are faced with an alcohol-related emergency, please dial 911. When you call 911, student EMTs and the University Police will arrive to provide assistance. After assessment of the medical situation, the EMTs will make the appropriate medical decision, concerning further care, such as transporting the student in need to Student Health Service.

Identifying Alcohol-Related Emergencies

CRITICAL SIGNS FOR ALCOHOL POISONING INCLUDE, BUT ARE NOT LIMITED TO, ANY OF THE FOLLOWING:

- Unconscious or semiconscious
- Breathing less than 10 times per minute or irregular breathing
- Cold, clammy, pale or bluish skin
- Can't be awakened by pinching, prodding or shouting
- Vomiting without waking up

Know the danger signs. Do not wait for all symptoms to be present and be aware that a person who has passed out may die. Rapid binge drinking is especially dangerous because the person can ingest a fatal dose before becoming unconscious. If there is any suspicion of an alcohol overdose, call 911 immediately. Do not try to guess the level of drunkenness on your own.

Alternative Judicial Process For Medical Situations

In order to ensure that student safety is paramount, the following alternative judicial process for medical situations will be used.

1. Student Health Service and the Student Emergency Response Team will not report an alcohol abuse incident to the Office of Judicial Affairs. Disorderly conduct that endangers the student and others may necessitate arrest by University Police.
2. If the police, residence life and housing, another administrative office, or University personnel are involved, a report will be filed with judicial affairs.
3. If no other offense has occurred in conjunction with the current incident, and this is the student's first alcohol abuse violation, at the hearing officer's discretion, the student is eligible for the following process:

- The student will be called to meet with a University judicial officer to discuss the incident.
- The student may request a formal judicial hearing if he/she disputes the charge(s), or wishes to call witnesses to testify on his/her behalf.
- The sanction for a first time alcohol abuse violation is: $75 fine, 20 hours community service, an alcohol evaluation and completion of any recommended education or treatment, at the student's expense, and a notice to parents. If the student is not 21 years of age, the charge of underage possession will also be levied with an additional fine of $75.
- There will be no campus judicial record for review by external agencies unless the student fails to complete the above articulated sanctions, transfers, or a second alcohol-related incident occurs. In this case, both violations become a part of the student's record. A University suspension will be considered in situations where two (2) cases of alcohol abuse have occurred.

This process was developed to emphasize that Wake Forest University supports students who make the decision to seek assistance from a medical professional for themselves or a friend. The Honor Code reflects the importance of respecting and caring for oneself and others. In this spirit, the community at Wake Forest University never wants to be witness to a tragedy that could have been prevented simply because a person feared coming forward to seek help.

Medical Situations Helpful Campus Resources

Student Health Service

Gym / 336.758.5218

The staff provides confidential care for alcohol-related emergencies 24 hours a day during the academic semester. Students can bring a friend who has had too much to drink to Student Health Service. If a student needs medical attention and cannot get to the Health Service, call 911 to dispatch WFERT and University Police for immediate medical care and transportation assistance. Other services include urgent care, illness care, physical examinations, medications, laboratory tests, psychiatric care, allergy injections, routine immunizations, and routine gynecological services. Referrals to community specialists are made when necessary.

Health Educator

332 Benson Center / 336.758.5937

The Health Educator is available as a confidential resource for questions or concerns on a variety of health topics including alcohol and other drugs. He or she is a resource for seminars and individual consultations on health issues such as nutrition, eating disorders, substance abuse, contraception, and sexually transmitted diseases.

Visitation Policy

For more information on the visitation policy, see the Office of Residence Life and Housing 2009-10 *Guide to Community Living*. The publication is available online at www.wfu.edu/new/publications/students/index.html under the "For Current Students" section.

University Counseling Center
118 Reynolda Hall / 336.758.5273

The University Counseling Center assists students to deal effectively with personal, interpersonal, vocational and academic issues. The Center offers a wide range of services including individual and group counseling, testing, seminars and workshops, consultation, self-help resources, and referral assistance. For urgent situations after hours (excluding holidays and summer), Counseling Center staff can be reached by calling the Student Health Service (5218). For problems related to substance abuse, the Center offers initial consultation and referral for evaluation and treatment; counseling groups for students with family alcoholism or other substance abuse histories; and consultation for those interested in approaching a friend with a substance abuse problem. All services are confidential.

Campus Ministry
Kitchin Residence Hall / 336.758.5248

The University chaplains and campus ministers are available for pastoral counseling on a variety of issues (e.g., relationships, stress management, vocational discernment, spiritual formation). If ongoing counseling is deemed appropriate, referrals to clinically trained therapists in the Counseling Center may be made. Chaplains and campus ministers also offer spiritual direction or guidance to students seeking to discern God's call in the midst of everyday life and assistance to persons wishing to grow closer to God through disciplines such as prayer, spiritual reading and meditation. The Office has information about religious organizations on campus students might be interested in joining, and campus ministers and religious advisors to contact.

Residence Life and Housing
101 Benson Center / 336.758.5185

The residence life and housing office can provide assistance with any housing, dining, or Greek-life issues.

University Police
336.758.5591 (Non-Emergency)
911 (Emergency)

University police have several resources for students with concerns regarding alcohol, other drugs, and crimes on campus. Silent Witness, Crimestoppers, and Victims Advocate are available to help students.

Student Social Regulations

I. Policies and Information

Intoxication and other forms of excessive and/or harmful use of alcohol, driving while impaired, public consumption, or public display of alcoholic liquors, wines, or beer in residence halls or elsewhere on campus is prohibited. Students are subject to state and federal regulations concerning the use of alcohol. Alcohol consumption and actions that accompany such consumption will not be seen as an excuse for inappropriate and harmful behavior.

For instance and specifically, driving while impaired is a separate offense and carries its own significant sanctions which are cumulative with sanctions imposed in other relevant offenses. This is in recognition of the material risks to which the impaired driver is exposing

the community. A campus DWI charge does not exempt students from external legal action.

Public display is defined as the possession and/or consumption of alcoholic beverages in any public or unregistered area on campus. This includes classroom buildings, the Benson University Center, Reynolda Hall, the library, the gymnasium, Wait Chapel/ Wingate Hall, areas outside buildings including lawns, courtyards, balconies, and playing fields, grounds and buildings of Reynolda Gardens, Groves Stadium (unless otherwise designated), all residence hall formal parlors, common lounges, and sun decks.

II. Individual Sanctions for Violations

1. Individuals found in violation of University regulations are subject to judicial action as specified in this handbook. Such action could include:
   a. A report filed in the Office of the Associate Vice President for Student Life/dean of student services.
   b. An administrative hearing with the associate vice president for student life/dean of student services or his/her designate.
   c. A letter of notification to parents or guardians.
   d. Attendance at an alcohol education session or a chemical dependency assessment to be determined by the associate vice president or designate.
   e. The individual may be required to have a professional assessment at his/her own expense to determine the degree of harmful chemical involvement. Treatment recommendations from the substance abuse specialist or facility will be included in the ultimate disposition of the judicial case by the associate vice president for student life/dean of student services or his/her designate.
   f. A hearing through appropriate judicial processes and any sanctions assigned. Such sanctions might include social probation, monetary fine, community service, lower housing priority, loss of housing privileges, mandatory referral, and/ or suspension.
2. Students with repeat violations of the alcohol policy will be subject to additional sanctions, may be required to participate in an alcohol education program, and may be referred to the University Counseling Center for an off-campus alcohol assessment.
3. Students who use false identification to represent themselves will be referred to the Office of the Associate Vice President.
4. Students who present at the Student Health Service under the influence of alcohol or drugs will receive confidential care and treatment that will not be reported to the University Judicial System. When a student dials 911 (or contacts an RA) to seek help for a friend who is intoxicated and cannot get to the Student Health Service, that friend will not be subject to a judicial record for the first incident, unless the incident occurs in conjunction with another judicial offense. These students are subject to remedies that will include the appropriate sanction(s). A report of the incident will be filed in the Office of the Dean of Student Services but will only be activated if a second incidence of excessive and/or harmful use of alcohol occurs while the student attends Wake Forest, or in the event the student fails to comply with sanctions assigned for the original incident.

III. Presumptive Sanctions

See the presumptive sanction chart in this handbook.

Substance Abuse Policy and Program

The University recognizes the potential harmful effect that substance abuse can have on the lives of individual members within the Wake Forest community. To that end,

the University has adopted a Substance Abuse Policy and Program which addresses the issues of identification, confidentiality, education, treatment, and penalties for violation of the policy. The status of any student will not be jeopardized for conscientiously seeking early assistance in the recovery from substance abuse impairment. Students who are identified as possibly having a problem and who are referred to the health educator for assessment may be required to participate in an education and treatment program. To the extent possible, complete confidentiality will be maintained with students seeking assistance and treatment.

A. Standards of Conduct

Wake Forest University is unequivocally opposed to excessive and/or harmful use of alcohol, substance abuse, and the unlawful possession, use, or distribution of drugs by students on the University's property or as any part of the University's activities. Any illegal possession, distribution, and use of alcohol and/or controlled substances are prohibited by the University.

B. State and Federal Sanctions

The local, state, and federal laws provide specific penalties for drug and narcotics offenses. Article 5 of Chapter 90 of the North Carolina General Statutes makes it unlawful for any person to manufacture, sell or deliver, or possess with intent to manufacture, sell or deliver those drugs designated collectively as "controlled substances." The punishment includes a term of imprisonment as well as a substantial fine.

The federal law makes it unlawful for any person to manufacture, distribute, create, dispense or to possess with the intent to manufacture, distribute, or dispense controlled substances. Title 21 of the United States Code provides terms of imprisonment and fines for violations of this act. The nature of the offense and whether the person has committed any previous unlawful acts under this statute will determine the term of imprisonment as well as the amount of the fine.

The penalties for violations of alcoholic beverage regulations are found in Chapter 188 of the North Carolina General Statutes. Such penalties include terms of imprisonment and heavy fines.

C. Health Risks

Wake Forest University recognizes that the state of an individual's overall health affects academic performance, job performance, and all facets of a student's life. Excessive and/or harmful use of alcohol and substance abuse rank as one of the major health and economic problems in this society. The use of the stimulants—cocaine, crack and ice—includes such health risks as central nervous system dysfunctions, convulsions, hypertension, heart irregularities, nasal destruction, and a potential for sudden death. A longer-lasting paranoia and unpredictable violent behavior have been associated with the use of ice. Apathy, decreased visual perception, impaired psychomotor skills, and memory loss may be associated with the use of marijuana.

Alcohol is a sedative affecting the central nervous system. In addition to intestinal disorders and liver disease, the abuse of alcohol may lead to unpredictable behavior, the impairment of judgment, dangerous mob activities such as drinking games, and unwanted sexual behavior (acquaintance rape). The misuse of alcohol has given rise to unwanted pregnancies and a greatly increased number of sexually-transmitted diseases.

D. Treatment and Rehabilitation Programs

The Substance Abuse Program, revised in March 1989 and April 1994, provides a protocol for counseling and treatment of a student identified as having a substance abuse problem. Consultation and assessment with a substance abuse counselor may be required following the report of an incident or the awareness of a problem involving drugs or alcohol abuse. The program sets forth the consequences of violating the treatment and rehabilitation plan. The continued or repeated

abuse of substances following initiation into this program will constitute grounds for further disciplinary action by the University.

E. University Sanctions

Disciplinary proceedings against a student will be initiated in accordance with the judicial procedures of the appropriate undergraduate or graduate school. When there is a reasonable basis for believing that the person has violated this policy or North Carolina law pertaining to controlled substances and the alleged conduct is deemed to harm the interests of the University, disciplinary action will be instituted. It should be noted that though an offense may be the subject of legal action by the civil authorities, University officials are free to initiate disciplinary actions that may result in additional penalties.

Penalties

Penalties may range from written warnings with probationary status to expulsions from enrollment. A student convicted in criminal court of a drug violation will lose his/her eligibility for Federal student aid. The range of penalties is available through the Office of Financial Aid. The following minimum penalties will be imposed for the particular offenses described:

- **Trafficking in Illegal Drugs.** The term "trafficking" is used in its generic sense, not in its specific application to selling, manufacturing, delivering, transporting, or possessing controlled substances in specified amounts that is the subject of N.C. General Statute 90-95 (h).

  For the illegal manufacture, sale or delivery, or possession with intent to manufacture, sell or deliver, of any controlled substance identified in Schedule I, N.C. General Statutes 90-89, or Schedule II, N.C. General Statutes 90-90 (including, but not limited to, heroin, mescaline, lysergic acid diethylamide, opium, cocaine, amphetamine, methaqualone), a student will be expelled.

  For a first offense involving the illegal manufacture, sale or delivery, or possession with intent to manufacture, sell or deliver, of any controlled substance identified in Schedules III through VI, N.C. General Statutes 90-91 through 90-94, (including, but not limited to, marijuana, phenobarbital, codeine), the minimum penalty is expulsion.

Where you can post items:

- Bulletin boards
- Stone, brick, concrete and natural wood surfaces

  Use only masking tape, Scotch tape, or thumb tacks and staples (bulletin boards only) to hang items. No duct tape is to be used on postings.

Where you cannot post items:

- Trees
- Sidewalks
- Iron railings
- Lamp posts
- Benches
- Painted surfaces
- Glass doors and windows
- Wait Chapel
- Outside the entrances to Reynolda Hall, Tribble Hall, the library, and the Benson University Center, and Scales Fine Arts Center

Chalking on campus streets, sidewalks, or walls is prohibited except on the sidewalk between the Magnolia Court and the Benson Center patio.

For more information on posting materials, see the Office of Student Development.

At Wake Forest University, all trafficking activities of any controlled substances have been determined to have a presumptive sanction of expulsion.

- **Illegal Possession of Drugs.** For a first offense involving the illegal possession of any controlled substance identified in Schedule I or Schedule II, N.C. General Statute 90-91, the minimum penalty is suspension.

  For a first offense involving the illegal possession of any controlled substance identified in Schedules III through VI, N.C. General Statutes 90-91 through 90-94, the minimum penalty is a combination of educational, therapeutic, and punitive sanctions including loss of campus housing privileges for a minimum of one semester and a loss of one housing priority point.

  For second or other subsequent offenses involving the illegal possession of controlled substances, progressively more severe penalties will be imposed, including suspension.

  When a student has been charged by the University with a violation of policies concerning illegal drugs, he or she may be suspended from enrollment before initiation or completion of regular disciplinary proceedings, where the student's continued presence within the University community would constitute a clear and immediate danger to the health or welfare of other members of the University community. If such a suspension is imposed, an appropriate hearing of the charges against the suspended person will be held as promptly as possible.

  The vice president for student life and instructional resources will submit to the president of the University a report on campus activities related to illegal drugs for the preceding year. The president will forward this report to the Board of Trustees. The reports will include, as a minimum, the following: (1) a listing of the major education activities conducted during the year; (2) a report on any illegal drug-related incidents, including any sanctions imposed; (3) an assessment by the president of the effectiveness of the campus program and sanctions and; (4) any proposed changes in the policy on illegal drugs.

Residential Noise Policy

The residential environment is one meant to be supportive of the academic mission and focus of the University. As such, noise or other activities which are excessively loud or bothersome to other people are strictly prohibited. As a result, "quiet hours" are in effect in all residential facilities daily (Sunday-Friday) from 10 p.m. to 8 a.m. and again on the weekends from 2 a.m. to noon (Saturday and Sunday). Loud or excessive noise is strictly prohibited during these hours. Please note that any noise that is considered to be bothersome to others (i.e., noise that is generally above normal conversational level) will be considered loud and excessive. Personal amplification systems, including stereos and radios, may not at any time be played loudly, be placed in residence hall windows, or be used with the intention of entertaining persons outside the resident's or organization's room space. Sanctions and a detailed description can be found in the *Guide to Community Living.*

Off-Campus Housing Policy

Upon registration each semester, undergraduate students who choose to live in off-campus housing in Winston-Salem must declare their residential address and their compliance with the University's off-campus housing policy. Enrollment and registration for classes each semester are conditioned upon verification of compliance by the Office of Residence Life and Housing. Instructions and application forms may be obtained from the Office of Residence Life and Housing (101 Benson) or via their website.

Sales and Solicitations

On-campus sales and solicitations must be operated or sponsored by a University-recognized student organization and must receive the proper authorization. Sales and solicitations in the residence halls must be approved

by the executive director of residential services. Sales and solicitations in the Benson Center must be approved by the director of the Benson Center. Sales and solicitations in other public and common areas on campus must be approved by the director of student development.

Campus Posting

All public notices or publicity material posted on campus property must be sponsored by a recognized student organization or University department or otherwise be approved in advance by the dean of student services or his designate. In addition, advertising which promotes the use and/or sale of alcohol is prohibited.

- **For the distribution of flyers in Benson University Center:** call Gale Newport—ext. 4869.
- **For flyer distribution on campus:** call Mike Ford, director of student development—ext. 5921.
- **For flyer distribution on cars:** call Regina Lawson, chief of University Police—ext. 6066.
- **For flyer distribution in residence halls:** call Donna McGalliard, executive director of residential services—ext. 5185.

the judicial system

A Statement of Principles and Procedures of the Wake Forest Judicial System

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I. Introduction

Wake Forest University is firmly committed to principles of honor and ethical conduct. The Honor Code embodies a spirit of trust that pervades all aspects of student life. Each student's word should be worthy of trust. A violation of this trust is an offense against the community. Membership in the student body signifies a student's commitment to the Honor Code and judicial system. It is the responsibility of every student to act honorably in all phases of student life, to understand student rights and responsibilities, and to preserve the integrity of the Honor Code.

II. Overall Organization Of the Judicial System

The undergraduate judicial system is jointly administered by the Office of the Dean of Student Services and the Judicial Council. The Honor and Ethics Council hears all cases involving academic misconduct, except those handled by the interim process, as outlined in section X. Procedures for cases involving felonies are outlined in section VIII. All other cases of misconduct are adjudicated by the Office of the Dean of Student Services. At his/her discretion, the dean of student services may recommend to the Judicial Conference that a non-academic case be heard by the Honor and Ethics Council.

The Board of Investigators and Advisors has two functions: members of this board both investigate and present cases before the Honor and Ethics Council and also advise and represent accused students in all phases of an investigation and hearing. The Judicial Council (among its other responsibilities) hears appeals from the Honor and Ethics Council, according to procedures set forth in its Constitution (cf. Appendix: The Constitution of the Judicial Council).

III. The Honor and Ethics Council

A. Function

The Honor and Ethics Council is the central deliberative body in the judicial system. It hears all cases involving academic misconduct, except those handled by the interim process, and may hear non-academic cases on the recommendation of the dean of student services or his/her designee. Its task is to find the truth and render fair judgments.

B. Composition

For any given hearing, the Honor and Ethics Council is composed of seven persons: four (4) undergraduate students, two (2) faculty members, and one (1) person from the administration. These persons are drawn from larger pools. The student pool consists of sixteen (16) persons; the faculty pool of twelve (12); the administrative pool is defined from year to year.

C. Student Members

1. The 16 students who serve on the Honor and Ethics Council will be elected yearly by the student body from a slate of candidates drawn up by a Judiciary Election Committee (defined below).
2. The Judiciary Election Committee will be made up of seven members: the President of Student Government (who will serve as Chair), the Speaker of the House of

the Student Government Legislature, two members of the Student Government Legislature to be elected by the Legislature, the two Judicial Co-Chairs, and one student member of the Judicial Council to be chosen by the Judicial Council.

3. The Judiciary Election Committee will be responsible, under the supervision of the Judicial Council, for devising an appropriate procedure for drawing up the slate. But in general, it will be a process of application by interested students and screening by the Committee.
4. Campaigning will follow guidelines established by the Judiciary Election Committee in consultation with the Judicial Council. Campaigning will be for the purpose of the dissemination of information and will be restricted to public forums in which candidates speak about their qualifications and positions and/or to written statements of these qualifications and positions to be published in appropriate media. Posters and other forms of advertising are specifically prohibited.
5. Election of new student members will take place in the latter part of the spring term for the following academic year.
6. All applicants for membership on the Council must have, at the time of application, a Wake Forest GPA of no less than 2.0, and no honor code violations. Applicants must also disclose to the Judiciary Election Committee any judicial offenses on their records. Such offenses may be grounds for disqualification, at the discretion of the Judiciary Election Committee.
7. At any given time, a student may serve on only one of the following: the Honor and Ethics Council, the Board of Investigators and Advisors, and the Judicial Council. However, students may apply at the same time for membership on the Honor and Ethics Council and the Board of Investigators and Advisors (cf. Section IV.C).
8. Students are elected to the Honor and Ethics Council for one academic year but may serve any number of terms. Current members who wish to continue for another year must reapply, secure reappointment to the slate, and be reelected.

D. Faculty and Administrative Members

1. Faculty appointments to the Honor and Ethics Council are the responsibility of the dean of the College. Faculty are appointed to three-year terms, staggered so that only one-third are new to the Council each year. There will therefore be a total pool of twelve members at any one time. Faculty will not ordinarily serve on both the Honor and Ethics Council and the Judicial Council. No person shall hear a case before the Honor and Ethics Council and also its appeal before the Judicial Council.
2. The vice-president for student life and instructional resources will be responsible each year for designating the administrative members to serve on the Honor and Ethics Council. In contrast to faculty and student members of the Council, the administrative members may serve concurrently on the Honor and Ethics Council and the Judicial Council, subject to the restriction indicated above, that no person shall hear a case before the Honor and Ethics Council and also its appeal before the Judicial Council. The vice-president may also appoint faculty members (including emeriti faculty) with significant experience in the Wake Forest judicial system to fill administrative positions on the Council.

E. Assignment of Members to Cases

All members of the Honor and Ethics Council have equal standing and will in principle be competent to hear any case. Assignment of individuals to a particular hearing panel by a co-chair will generally be based on availability and equal distribution of the caseload. However, the need to avoid conflicts of interest will be proper grounds for the co-

chair to choose or to eliminate a member in a particular case.

IV. Board of Investigators And Advisors

A. Function

The Board of Investigators and Advisors has two principal functions: 1. Members of the Board investigate and present cases before the Honor and Ethics Council; 2. Members of the Board also advise and represent accused students in all phases of an investigation, hearing, and appeal. For each case, one member of the Board is assigned to one of these tasks and another to the other. Members of the Board may also advise and represent accused students in administrative hearings. (In hearings of both types, the accused may decline the assistance of an advisor and may speak for himself or herself during the hearing.)

B. Composition

The Board of Investigators and Advisors is composed of sixteen undergraduate students.

C. Selection

1. The 16 members of the Board are appointed yearly by the Judiciary Election Committee. Freshmen are not eligible for membership.
2. The Judiciary Election Committee that appoints the Board of Investigators and Advisors is the same body that draws up the slate of candidates for the Honor and Ethics Council.
3. The procedure for appointment shall be as follows: the Judiciary Election Committee will receive all applications for membership on the Honor and Ethics Council and the Board of Investigators and Advisors at the same time. Following procedures that it has devised in consultation with the Judicial Council, it will then screen the applicants for membership on the two bodies. The Committee will then appoint the 16 members of the Board of Investigators and Advisors. After that Board is established, the Committee will draw up the slate of candidates for the Honor and Ethics Council as set forth above.
4. Students may apply for membership on the Honor and Ethics Council, or the Board of Investigators and Advisors, or both. If the application is to both, appointment to the Board of Investigators and Advisors or to the slate of candidates for the Honor and Ethics Council will be at the discretion of the Judiciary Election Committee.
5. All applicants for membership on the Board of Investigators and Advisors must have, at the time of application, a Wake Forest GPA of no less than 2.0, and no honor code violations. Applicants must also disclose to the Judiciary Election Committee any judicial offenses on their records. Such offenses may be grounds for disqualification, at the discretion of the Judiciary Election Committee.
6. Students are appointed to the Board of Investigators and Advisors for one academic year, but may serve any number of terms. Current members who wish to continue for another year must reapply and secure reappointment.

V. Judicial Co-Chairs

A. Function

The judicial co-chairs are two undergraduate students. They, in conjunction with the Office of the Dean of Student Services and the Associate Dean/Judicial Officer, have broad responsibility for the proper functioning of the judicial system, and in particular of the Honor and Ethics Council and the Board of Investigators and Advisors. (For the Judicial Officer, cf. Section XII.)

B. Responsibilities

1. The co-chairs meet at least once a week with the judicial officer in a judicial conference. The judicial conference determines how relevant cases are to be handled. It is also the judicial conference that makes

any formal charge. If it is determined that a case is to proceed to a hearing before the Honor and Ethics Council, the conference assigns the case to one member of the Board of Investigators and Advisors for investigation, appoints one member of the Board of Investigators and Advisors to be the advisor to the accused, and determines which co-chair will have primary responsibility for the case. The co-chair may consult with the accused in appointing an advisor.

2. During the time of the investigation, the co-chair is the coordinator for all involved, including, particularly, the investigator, the advisor, and the accused. At the appropriate time, the co-chair makes arrangements for the hearing. This includes designating the seven members of the Honor and Ethics Council who will hear the case. In selecting these members, the co-chair may appropriately consult with the other co-chair and with the judicial officer.
3. During the hearing, the co-chair presides and may participate freely in the questioning. But he or she will not be present at deliberations, and will not have a vote.
4. The co-chair should always bear in mind that the purpose of the hearing is to establish the truth of the case. The presiding co-chair has the primary responsibility for keeping the proceedings directed toward that end.
5. In the event of an appeal, the co-chair may be asked to present an account of the case to the judicial council.
6. At the end of the academic year, the co-chairs will present a formal report to the Judicial Council on the year's work.

C. Co-chair Selection

1. Toward the end of the spring term new co-chairs for the Honor and Ethics Council and the Board of Investigators and Advisors will be selected. Any student who has served at least one year on either the HEC or BIA is eligible for selection. Students may submit applications to a selection committee consisting of the judicial council chair, the dean of student services or his or her designee, the judicial officer, and a student member of the Judicial Council.
2. Selections must precede the appointment of the next year's members of the Board of Investigators and Advisors by the Judiciary Election Committee and the election of the next year's members of the Honor and Ethics Council.

VI. Standards for Academic Honor and Community Responsibility

1. Wake Forest considers adherence to the Honor Code and maintenance of a sense of social and community responsibility to be integral to the mission of the University. The Honor Code concerns itself primarily with the academic integrity of the institution and its students, and covers cheating, deception, stealing, plagiarism, dishonesty, and contempt, in the academic context. Conduct cases involve violations of the University's standards of community responsibility.
2. Wake Forest's standards for academic honor are applicable to the student in every academic pursuit, whether on campus or off. Any act committed while engaged in an academic endeavor which violates these standards becomes a proper subject for review by the judicial system.
3. The introduction or use of polygraph evidence in any judicial or honor hearing is prohibited.
4. Wake Forest does not actively monitor the social actions of students beyond the University campus. However, in community responsibility cases the scope of the University's authority reaches beyond the campus when a student's conduct adversely affects the integrity of the Wake Forest student body or threatens the health, safety, or welfare of other members of the Wake Forest community.

The University's standards of community responsibility extend to circumstances in which students attend Wake Forest events, participate in University sponsored off-campus educational and social programs, use University property, represent the University, or participate in any activity in which a student's identity is clearly associated with the name of the University or any of its affiliated groups.

VII. Standards of Conduct for Members of the Judicial System

A. Code of Ethics for Members of the Honor and Ethics Council

1. A member's public and official behavior should be beyond reproach and free from impropriety or the appearance of impropriety.
2. No member should mention, comment upon, or discuss a case in any manner except when the Council itself is sitting to consider the case. This applies to both open and closed proceedings. When the accused has elected an open hearing, the judicial co-chair in charge of the case or the judicial officer may discuss issues publicly raised by the accused.
3. A member should refrain from learning about the case prior to the hearing.
4. A member should not be swayed by partisan demands, public clamor, or consideration of personal popularity or notoriety, nor be apprehensive of unjust criticism.
5. A member should disqualify himself/herself from a case if it can be reasonably inferred that he/she is incapable of rendering an impartial judgment.
6. When considering a case, a member should always bear in mind that he/ she is deciding whether a particular University policy, regulation, or statute has been violated. A member, however, should consider the welfare of the individual and the integrity of the College community in setting sanctions for violations.
7. Violations of this Code of Ethics should be reported to the Judicial Council.

B. Oath for Members of the Honor and Ethics Council

Each newly elected student member of the Honor and Ethics Council, on an individual basis, will take the following oath to be administered by the dean of student services or his/her designee:

I do solemnly affirm that I will work to the best of my ability as a member of the Honor and Ethics Council to render fair judgments, that I will observe the Code of Ethics, that I will adhere to the University's judicial policies and to the rules and regulations of the University, and that I will always be mindful of the interests of the student, as well as the interests of the University and the public.

C. Code of Ethics for Members of the Board of Investigators and Advisors

1. A member's public and official behavior should be beyond reproach and free from impropriety or the appearance of impropriety.
2. A member should always bear in mind, both when investigating a case and presenting it before the Honor and Ethics Council and when advising an accused student, that his/her primary responsibility is to discover the truth and to present the facts of the case to the Honor and Ethics Council in a clear and cogent manner.
3. A member should represent accused students to the best of his/her ability within the bounds of Wake Forest University policies and procedures.
4. A member should not knowingly advance a claim or defense if it cannot be supported by a good faith argument based upon University policies and procedures.
5. A member should maintain and protect confidential information concerning the accused student unless the disclosure is

permitted by the student, the disclosure is necessary to carry out good faith representation, or the information concerns criminal activity unrelated to conduct giving rise to the charges under review.

6. A member should not knowingly conceal or obstruct access to facts or evidence necessary for consideration of a case, make a false statement, use perjured testimony, or counsel a student in conduct which he/she knows is unlawful or a violation of University policy.
7. A member should not discuss the case or cause another to discuss the case with any member of the hearing panel. It is expected that the two members appointed to a particular case, one to investigate and one to advise, will be in regular communication about investigation, both with each other and with the co-chair.
8. Violations of this Code of Ethics should be reported to the Judicial Council.

D. Oath for Members of the Board of Investigators and Advisors

Each newly appointed member of the Board of Investigators and Advisors, on an individual basis, will take the following oath to be administered by the dean of student services or his/her designee:

I do solemnly affirm that I will work to the best of my ability as a member of the Board of Investigators and Advisors to discover the truth and to represent accused students fairly, that I will observe the Code of Ethics, that I will adhere to the University's judicial policies and to the rules and regulations of the University, and that I will always be mindful of the interests of the student, as well as the interests of the University and the public.

VIII. Felonies

A. Procedures

Cases concerning charges which give rise to criminal felony charges in local, state, and federal courts are referred to the vice-president for student life and instructional resources who determines whether the case should be referred to the appropriate hearing panel, delayed pending the outcome of criminal proceedings, or heard administratively. Cases heard in an administrative hearing by the vice-president for student life and instructional resources can be appealed to the Judicial Council.

B. Sexual Assault

In cases of sexual assault, whether heard in an administrative hearing or by the Honor and Ethics Council, the alleged victim has the option of selecting up to two members of the Wake Forest community to accompany him/her during the hearing process. These individuals may be a BIA member, PREPARE Student Advocate or Facilitator, a counselor, or friend. The support people are to be identified in advance and designated by the associate dean/judicial officer.

IX. Procedures of the Honor and Ethics Council

A. Honor Code Violations

Cheating, plagiarism, stealing, deception, academic misconduct, and contempt are considered violations of the Honor Code. These terms should be construed to have their ordinary, non-legal meaning.

1. The term "cheating" includes:
   (a) providing or receiving unauthorized assistance in academic endeavors (e.g., quizzes, tests, examinations, reports, term papers);
   (b) use of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; or
   (c) the use, without permission, of tests or other academic material belonging to a member of the University faculty or staff.
2. "Plagiarism" is a type of cheating. It includes:
   (a) the use, by paraphrase or direct quotation, of the published or unpublished work of another person without com-

plete acknowledgment of the source;

(b) the unacknowledged use of materials prepared by another agency or person providing term papers or other academic materials;

(c) the non-attributed use of any portion of a computer algorithm or data file; or

(d) the use, by paraphrase or direct quotation, of online material without complete acknowledgment of the source.

When faced with conflicting definitions of plagiarism during a case, the Honor and Ethics Council will adopt the definition established for use in the department/course by the department or professor involved in the case.

3. The term "stealing" includes:
   (a) the unauthorized taking, misappropriation, or possession of any property belonging to, owned by, or maintained by the University, an organization, or another individual, or
   (b) the possession, retention, or disposal of stolen property.
4. The term "deception" includes any false or deceiving representation. In the academic context, such representations include:
   (a) any attempt to avoid meeting the stated course requirements, such as making false statements to avoid taking examinations at the scheduled times or to avoid turning in assignments at the scheduled times;
   (b) listing sources in a bibliography not directly used in the academic exercise; or
   (c) submitting falsified, invented, or fictitious data or evidence, or concealing or distorting the true nature, origin, or function of data or evidence.

In the social context, deceptive representations include:

(a) making a false statement to a University official, including Residence Advisors, or

(b) presenting a false identification.

5. The term "academic misconduct" includes:
   (a) the violation of University policies by tampering with grades;
   (b) taking part in obtaining or distributing any part of an unadministered academic exercise;
   (c) any attempt to gain access or to aid another in gaining access to any computer account other than one's own without proper authorization; or
   (d) any attempt to gain access or to aid another in gaining access, without proper authorization, to department offices, faculty offices, laboratories, or any other place where unadministered assignments are kept.
6. The term "contempt" includes:
   (a) instances of perjury (giving false testimony), or
   (b) acts which otherwise obstruct the judicial process.

Note: Cheating, stealing, making false or deceiving statements, plagiarism, vandalism, and harassment are just as wrong when done in the context of computing as they are in all other aspects of University conduct.

B. Reporting Accusations

1. Violations are reported to the Judicial Officer or to the dean of the College in writing within ten (10) school days of the date on which a breach of the honor system comes to the attention of the student, faculty member, or University official reporting the incident. All reports must be signed and must answer four questions:
   (a) What is the nature of the alleged violation?
   (b) Who did it?
   (c) When and where did it occur? and
   (d) How did it come to the attention of the person reporting it?
2. The accused must be informed in writing of the accusations at least 24 hours before the investigator begins the investigation.

The accused may waive this right and allow the investigation to begin immediately.

C. Case Assignment and Investigation

1. The Judicial Conference determines how relevant cases are to be handled. It is also the Judicial Conference that makes any formal charge(s). If it is determined that a case is to proceed to a hearing before the Honor and Ethics Council, the Conference assigns the case to one member of the Board of Investigators and Advisors for investigation, appoints one member of the Board of Investigators and Advisors to be the advisor to the accused, and determines which co-chair will have primary responsibility for the case. The co-chair may consult with the accused in appointing an advisor. (Cf. Section V.B.1.)
2. During the course of the investigation, the co-chair assigned to the case coordinates the pre-hearing process in a way that assures complete and thorough investigation, makes arrangements for the hearing, and designates the seven members of the Honor and Ethics Council who will hear the case.
3. The accused is informed of the results of the investigation and of the charges. Within five (5) school days after charges are brought, the co-chair sets a date for the hearing.
4. If a hearing is held, the investigator presents his/her findings to the Honor and Ethics Council.

Note: The results of an investigation may lead to charges being dropped or modified. In order to assure that only those cases which have merit proceed to hearing, the accused should endeavor to cooperate with the investigator in answering all questions pertaining to his/her investigation of the case. In hearing appeals the Judicial Council will consider an accused student's unwillingness to cooperate with an investigator as representing a lack of good faith in supporting the truth-finding process, and will impose upon him/her the burden of proving to the Judicial Council's satisfaction that the initial hearing was unfair.

D. Rights of the Accused Student in Honor and Ethics Council Hearings

1. The student has the right to counsel. An advisor will be assigned by the judicial co-chairs from the Board of Investigators and Advisors. If the student wishes, he/she may instead choose any one currently enrolled Wake Forest undergraduate student to work as the advisor. A student may always choose to represent himself/herself. The Judicial Council strongly recommends that accused students utilize their assigned advisors, though the decision to do otherwise will not be considered during the deliberative process.
2. The student shall not be compelled to testify and the failure to testify shall not be held against him/her. The investigator shall not comment on the student's failure to testify.
3. The student shall be informed of the investigation after the appointment of the investigator and advisor from the Board of Investigators and Advisors.
4. The student shall be informed of the results of an investigation of which he/she is the subject.
5. No hearing shall take place sooner than five (5) school days after the student is notified of the charges. The student may waive this right for purposes of expediency. If a student wishes to waive his/her right, he/she must submit a written request to either the investigator or the chairperson and sign a waiver statement.
6. The student has the right to choose between an open and a closed hearing.

Note: "Open hearing" is defined as a hearing at which the following are present: all necessary parties for a decision, one or two undergraduate student staff members of the Old Gold and Black, the chair of the Student Government Judiciary Committee, any member of the Judicial Council, and up to twelve Wake Forest undergraduate students, six of whom may be designated by the accused and six of whom by

the complaining party(ies). The request for an open hearing must be presented in writing to the appropriate chairperson no less than three (3) school days before the scheduled meeting.

7. The student has the right to be present at all times and at all phases of the hearing except deliberation.
8. The student has the right to request that the hearing be reopened upon the written presentation of germane new evidence. The members of the Judicial Conference shall determine whether the hearing will be reopened.
9. The student has the right to appeal any decision to the Judicial Council.

E. The Hearing

1. The hearing panel for each case consists of seven (7) members of the Honor and Ethics Council. Each panel is composed of four (4) undergraduate students, two (2) faculty members, and one (1) person from the administration. These persons are appointed by the co-chair from the larger pools of members. (Cf. Section III.B.)
2. The assigned co-chair presides at the hearing and may participate freely in the questioning, but he or she will not be present at deliberations, and will not have a vote. The hearing is held within a reasonable period of time, but not before five (5) days after the notification of charges. If a closed hearing is held, only the presiding co-chair, the investigator, members of the Honor and Ethics Council, the accused, and his/her advisor may be present. As appropriate, the advisor acts as spokesperson for the accused. A witness may be present only during his/her testimony. In cases where more than one individual is charged with a violation arising out of a single incident, each student may request an individual hearing. The request should be presented to the presiding co-chair in the form of a written statement at least five (5) days in advance of the hearing date. The co-chair presents the petition to the judicial conference. The judicial conference decides whether the petition is granted. In cases where there are several charges arising from a single incident and no requests for individual hearings are made, the judicial conference determines whether the individuals are heard together or separately.
3. The Honor and Ethics Council has the power to require the presence of the accused and witnesses and to obtain articles and documents of evidence within the Wake Forest community. If a student who is requested to appear through direct oral or written communication from the co-chair or the investigator does not appear, he/she may be found in contempt of the judicial process.
4. Signed statements may be introduced as evidence, but only if the witness whose statement is submitted is unavailable for the hearing. The co-chair must approve the absence of a necessary witness in order for a statement from that person to be admissible. The party who intends to offer such a statement must present a copy of the statement to the other party and to the co-chair at least twenty-four (24) hours before the hearing.

Note: The absence of a witness does not necessarily compromise a fair hearing. Written statements can and should be utilized at hearings where a witness for good cause cannot attend the hearing. Both the accused and the investigator must explain to the hearing chair the need for calling a witness to testify and the expected testimony of each witness. The hearing chair should refuse to compel the attendance of any witness whose presence appears unnecessary, repetitive, or irrelevant to decide the case.

5. Each party may request witnesses to testify during the presentation of evidence in the case. The accused and the investigator should submit a list of witnesses at least five (5) school days before the hearing.

During the hearing, witnesses may be questioned by the investigator, the accused, the co-chair, and the members of the Honor and Ethics Council.

6. In an opening and a closing statement, the investigator and the accused are entitled to summarize the facts as viewed from their perspective, to suggest lines of inquiry which should be pursued by the hearing panel, to make observations consistent with the testimony or anticipated testimony of witnesses, and to advance a plausible theory of the case.
7. The co-chair keeps order during the hearing, rules on the relevancy of evidence, and asks questions of the witnesses. In his/her rulings, he/she should be guided by principles of reasonableness and fairness, and not by the technical rules of the civil or criminal law.
8. The co-chair has the authority to declare a recess at an announced time. Objection to a recess by the accused or the investigator can be overruled only by a five-sevenths vote of the panel. During a recess, the panel shall not comment about or discuss the case.
9. The hearing procedure is as follows:
   Prior to the hearing, the panel reviews reports and documents concerning the case.
   (a) The co-chair begins the hearing by informing the accused of his/her rights in the hearing and asking him/her to acknowledge his/her understanding of the rights. The co-chair then reads the charge(s) against the accused and asks him/her to enter a plea of responsible or not responsible.
   (b) If the plea is not responsible, first the investigator and then the accused may each make an opening statement to the panel.
   (c) After the opening statements, the co-chair calls witnesses requested by the investigator and the accused.
   (d) Each witness is sworn in by an affirmative response to the following: "Do you solemnly (swear or affirm) that, to the best of your knowledge, the information you are about to give is the whole truth?"
   (e) After a witness has been sworn in, under the direction of the co-chair, the witness may be questioned by the investigator, by the accused, and by members of the panel. The purpose of the questioning is to discover the truth. The co-chair will encourage questions that tend toward that goal; he/she will disallow questions that are irrelevant, unnecessary, or repetitious.
   (f) When questioning of a witness is complete, the co-chair instructs the witness to remain available until the hearing is complete. A witness may be dismissed if all present agree that the witness will not need to be recalled.
   (g) After all witnesses have been questioned, the co-chair recalls any witness requested by the panel. The co-chair also recalls witnesses requested by the investigator or the accused if he/she rules that the questions to be asked are relevant and necessary.
   (h) When all witnesses have been questioned, first the investigator and then the accused may each make a closing statement.
   (i) After the closing statements, the co-chair reminds the panel of the charges, and states that only evidence relevant to the subject of the hearing may be considered in establishing guilt, and that in order to reach a finding of responsible, at least five-sevenths of the panel should have a settled conviction that the charges are true based on reasonable scrutiny of the evidence. The co-chair may not comment on any of the evidence.
   (j) After the co-chair has made his/her statement, the panel withdraws to deliberate and to make its decision by secret ballot. The co-chair is not

present for this deliberation. Instead, he/she designates one of the four student members on the hearing panel to preside over the deliberations. This person participates freely in the discussion, but has the added responsibility of insuring that the deliberations proceed in an orderly and appropriate manner. In voting, this person has the same status as the other six members of the panel. If the panel subsequently considers a sanction, this person continues to preside in the same capacity. In the event of an appeal, he/she may be asked to appear before the Judicial Council.

(k) In cases involving the charge of deception, the hearing panel may rule that the charge is not worthy of an honor offense.

(l) A five-sevenths majority is required for a decision regarding guilt or innocence. Upon reaching a decision, the panel reports it to the co-chair. The co-chair calls back together the investigator, the accused and his/her advisor, and the panel and reports the decision to the accused.

10. Sanctioning.

(a) If the accused has been found or pled responsible, the investigator and the accused, in that order, suggest to the panel a sanction appropriate to the violation and give reasons for their recommendations. The investigator and the accused may present evidence to support their recommendations. If evidence or testimony is to be presented, the presentation proceeds as outlined above.

(b) After hearing evidence, testimony, and final recommendations regarding sanction, the panel withdraws for deliberations. The panel considers an appropriate sanction and will adhere to any presumptive sanction authorized by University policy unless the panel finds the presence of unusual circumstances that warrant deviation from the presumptive sanction. Panels not imposing presumptive sanctions should be prepared to defend their decision.

(c) Possible sanctions.

i. For academic honor offenses the minimum required sanction is an F in the course in which the offense occurred. The assigning of the grade is the prerogative of the Committee on Academic Affairs; the responsibility of the Honor and Ethics Council is to make a recommendation to that Committee. The recommendation will normally be for an irreplaceable F (that is, the F remains on the student's record and figures in the GPA even if the course involved is repeated for credit). The Council should consider recommending a replaceable F only when exceptionally mitigating factors are present.

ii. Additionally the Honor and Ethics Council may assign penalties ranging from community service hours and disciplinary probation to expulsion. A one-semester suspension will be the normal sanction for serious violations of academic integrity, such as submitting another person's paper or writing as one's own or premeditated cheating. (Summer sessions are excluded.)

iii. Offenses that do not rise to that level may receive a sanction of community service (ranging from 10 to 50 hours). Normally this sanction will be accompanied by a sanction of Disciplinary Probation. The probationary period will normally last for about one semester. It should begin immediately after the hearing and may be extended by the Honor and Ethics Council into the following semester.

iv. Expulsion is the normal sanction for a second academic honor code offense.

v. Activities Suspension is also available to the Honor and Ethics Council as a penalty.

(d) In all judicial actions where suspension is the penalty, the presumptive semester for the suspension is the one following that in which the decision is rendered (omitting summer sessions): a spring decision expects a fall suspension, a fall decision expects a spring suspension. This policy does not apply to seniors in their final term. For these persons the presumptive semester of suspension is the term in which the decision is rendered. (The policy also does not apply in drug cases: cf. Section XIII: Administrative Hearings.)

(e) A five-sevenths majority is required for a decision regarding a sanction. Upon reaching a decision, the panel reports it to the co-chair. The co-chair calls back together the investigator, the accused and his/her advisor, and the panel and reports the decision to the accused. The sanction is final unless the student appeals to the Judicial Council.

F. Appeals

1. All appeals are made to the Judicial Council by the accused student or his/her assigned advisor.
2. The accused student must present to the Judicial Council, at the Office of the Dean of the College, his/her appeal within five (5) days following the decision by the Honor and Ethics Council.
3. Grounds for appeal from a decision of the Honor and Ethics Council are:
   (a) the fairness of the hearing,
   (b) the sufficiency of the evidence to support the decision of the Council,
   (c) the appropriateness of the sanction.
4. Where an appeal is allowed by the Judicial Council, the designated hearing co-chair and the student designated to preside over deliberations may be asked to appear as spokespersons for the Honor and Ethics Council.

G. Records and Reporting

1. Tapes and records of all judicial cases are maintained in the Dean of Student Services Office. Audio recordings will be maintained for the academic year coincident with the incident. Records for qualifying cases will be expunged upon a student's graduation.
2. No member of the Honor and Ethics Council or the Board of Investigators and Advisors may make any statement, public or private, pertaining to a student judicial case.

X. The Interim Judicial Process

A. Purpose

During the time period beginning with the last day of classes in the spring semester and ending with the beginning of classes in the fall semester, the interim judicial process shall be presented as an option to any accused student to provide hearing and judgment. The interim process may be used at other times when the Honor and Ethics Council is not available at the discretion of the dean who would hear the case.

B. Procedure

1. The interim judicial process will provide a hearing before the dean of the College or his/her designee in honor cases and the dean of student services or his/her designee in community responsibility cases. In cases where the dean chooses not to act alone due to the complexity or the severity of the case, he/she may choose to convene a panel. The panel will be composed of the dean, a faculty member, and a student (if a student is available). Students should be chosen from a list of qualified students identified by the Honor and Ethics Council as being available during the interim. Should none of these students be available, the dean may choose any available student that he/she feels is qualified. Cases in the

interim process will be investigated by the judicial officer or by a member of the Board of Investigators and Advisors.

2. When a student is charged, the appropriate dean will assist the student in securing an advisor, if possible from the Board of Investigators and Advisors.
3. The judicial officer presents the charge against the student. Witnesses may be brought, but written statements are acceptable from witnesses unable to appear at the hearing.
4. In sanctioning, the interim panel should take into consideration the guidelines given in section IX.E.10 of this document ("Sanctioning"). The presumptive semester for suspension is the one following the interim hearing; hearings during the summer expect a fall suspension.

C. Rights of the Accused Student In the Interim Judicial Process

1. The student has the right to counsel, as in the normal hearing procedure. The person chosen to act as counsel must be a currently enrolled undergraduate Wake Forest student. A student may always choose to represent himself/ herself.
2. The student shall not be compelled to testify, and the failure to testify shall not be held against him/her.
3. No hearing shall take place sooner than five (5) school days after the student is informed of the specific charges. The student may waive this right for purposes of expediency by signing a waiver statement.
4. The student has the right to be present at all times and at all phases of the hearing except deliberation.
5. The student has the right to request that the hearing be reopened upon the written presentation of germane new evidence. The dean presiding over the interim judicial process shall determine whether the hearing will be reopened.
6. The student has the right to appeal any decision to the Judicial Council under the normal procedures of that body.

D. Credit

If a student is enrolled in a course(s) while a judicial action is pending, credit for the course(s) may be withheld until the case is resolved.

E. Appeals

Appeals can be based only on issues of the fairness of the hearing, the sufficiency of the evidence to support the decision, the appropriateness of the sanction, or the failure of the panel to follow the rules set forth in the establishment of the interim judicial process. Deviation of the interim judicial process from the normal procedures is not grounds for appeal.

F. Records and Reporting

Taped and written outline records of all hearings are made by the dean involved in the case and maintained by the judicial officer.

XI. Contempt of the Judicial Process

This regulation applies equally to all persons involved in the proceedings or hearings of the Honor and Ethics Council, the interim judicial process, administrative hearings, and the Judicial Council.

A. Violations

The following constitute acts of contempt of the judicial process:

1. Failure to comply with the instructions or orders of a duly authorized judicial body or agent;
2. Failure to fully perform disciplinary measures imposed;
3. Perjury;
4. Failure to appear before the hearing panel or judicial officer;
5. Any act which obstructs or hinders the judicial process. Any judicial body or agent may issue a charge of contempt.

Charges of contempt are to be referred to the Judicial Conference for further action.

B. Appeals

Appeals from cases of contempt are to be heard in the same manner as other appeals.

XII. The Judicial Conference and Associate Dean/ Judicial Officer

A. The Judicial Conference

1. The duties of the Judicial Conference include:
   (a) coordinating the work of the judicial system,
   (b) determining the path that a case will take through the judicial system,
   (c) planning and implementing orientation sessions for the Honor and Ethics Council and the Board of Investigators and Advisors under the supervision of the Judicial Council.
2. The Judicial Conference meets no less than once a week during the school year. The meeting time is established at the beginning of each year. (Cf. Section V.B.)

B. The Associate Dean/Judicial Officer

The judicial officer advises those involved in the judicial system and coordinates and facilitates the work of all judicial bodies. The judicial officer works with the judicial co-chairs, deans, and the Judicial Council to assure efficient and just operation of the judicial process. In addition, the judicial administrator serves as secretary of the Judicial Conference (ex officio member.) The duties of the judicial officer include:

1. receiving reports from the dean of student services regarding student community responsibility violations;
2. convening, hearing, and setting sanctions in all cases recommended to receive an administrative hearing;
3. with the assistance of the judicial administrator, assisting student investigators in their investigation of cases, which may include securing statements, documents, or reports; assuring that student advisors and the accused are provided with the same information;
4. with the assistance of the judicial administrator, maintaining all judicial records and case files;
5. with the assistance of the judicial administrator, assuring the satisfactory completion of sanctions;
6. assisting in the design and implementation of orientation and education programs for the Honor and Ethics Council and the Board of Investigators and Advisors;
7. preparing reports to all relevant bodies/individuals which summarize judicial action;
8. teaching workshops about academic dishonesty and civic responsibility;
9. mediating disputes between parties which the Judicial Conference decides do not warrant a formal investigation.

XIII. Administrative Hearings

A. Alcohol and Drug Cases

1. By resolution of the University Board of Trustees, the dean of student services is authorized to hear and determine all cases involving student social conduct offenses which the dean has reason to believe were committed by a student who was under the influence of alcohol or drugs. If upon investigation, the dean of student services determines that the offense was not committed by an offender under the influence of alcohol or drugs, the dean will refer the offense for other appropriate procedures within the undergraduate judicial system. In hearing these cases the dean acts in accord with hearing practices set forth in the *Student Handbook*. (See "Hearing Practices for Students Before University Officers") The dean or the dean's designee may invoke all necessary and appropriate sanctions and conditions ranging from warning and mandated

counseling to expulsion. Suspension and expulsion actions may be reviewed and endorsed by the vice-president for student life. Appeals from the determination of the dean are to the Judicial Council.

2. The dean of student services or his/ her designee is authorized to hear cases of "illegal manufacture, sale, or delivery/ possession with intent to manufacture, sell, or deliver any controlled substance" and cases of "illegal use or possession of controlled substances."
3. Where an honor charge of deception by false identification is connected to an underlying alcohol or drug charge, the dean of student services or his/her designee may hear the honor charge. Where an honor charge stems from deception by false identification in the use, procurement, or distribution of alcohol, and it is a first offense, the dean may withhold the presumptive sanction of suspension. In such cases the dean may impose other sanctions upon such terms and conditions as he/she believes appropriate to prevent recurrence. Any further honor offense will carry the presumptive sanction of a second honor offense.
4. As stated in Section IX.E.10.d the general policy on the presumptive semester for suspension does not apply in drug cases. In these cases the hearing officer should exercise his/her discretion in choosing the appropriate term for suspension, but immediate separation of the student from the University should be the norm. In cases involving first offense misdemeanor possession or use of marijuana, the hearing officer may reasonably assign the following term as the semester of suspension. When this happens, he/she will assign appropriate interim probationary terms and the student will be removed from campus housing for the remainder of the current semester.

APPENDIX: The Constitution Of the Judicial Council

I. Membership

The voting membership consists of thirteen persons: seven (7) faculty members, three (3) administrators, and three (3) students. The quorum for a hearing is seven persons. Each faculty and administrative member of the Council will be appointed by the president of the University upon the recommendation of the dean of the College. These members will serve for an initial five-year term with the option of reappointment for one (1) additional five-year term. While ten years will be the ordinary limit of service, further terms may be allowed at the discretion of the dean and the president. Undergraduate sophomore, junior, and senior students will be eligible for membership on the Council. The terms of service for student members will range, therefore, from a maximum of three (3) years to a minimum of one (1) year in length. These student members will also be appointed by the president upon the recommendation of the dean of the College. At the end of their terms, faculty members may agree to serve as reserve members. Reserve members may be called on when regular members are unavailable for a hearing; no more than two reserve members should be used for any hearing.

The Council will elect a chair from among its faculty and administrative members. The term of service for the Chair will be for an initial period of three (3) years with the possibility of reappointment for no longer than two (2) years. When vacancies occur on the Council, the procedures for filling the vacant positions will be the same as those used for regular appointments.

II. Powers

A. To establish and direct the undergraduate judicial system so as to insure justice and due process to all members of the undergraduate academic community.

B. To hear appeals on cases from the following hearing bodies: the Honor and Ethics

Council, interim hearing panels, and administrative hearings.

C. To organize and present, at the beginning of each academic year, an orientation program for all persons serving in the undergraduate judicial system. This orientation will be concerned with apprising all members of their full responsibilities and obligations as members of an undergraduate judicial body.

D. The Judicial Council may adopt further procedures consistent with the provisions of this document.

III. Review Procedures

A. Basis of the Appeal: An appeal to the Judicial Council of a decision of a hearing body must be based on the fairness of the hearing, on the sufficiency of the evidence to support the decision of the hearing body, and/or on the appropriateness of the sanction. The Judicial Council hearing considers the appeal; it does not retry the case. The Council will hear as a matter of course any appeal of a decision of a hearing body involving the sanction of suspension or expulsion. In other cases, the Council will decide by a simply majority vote (there being no fewer than seven members present) whether to hear the appeal. In the event that the appeal is declined, the appellant will be notified in writing of the reasons for the Council's decision.

B. Possible Judicial Council Actions: The Judicial Council may affirm the original decision both as to the verdict and as to the sanction, may affirm the verdict but reduce the sanction, may reverse the verdict (and thus cancel the sanction), or may send the case back to the hearing body for rehearing on the evidence or for reconsideration of the sanction. In any case in which the verdict is upheld, the sanction is also considered.

In matters of procedure, only error amounting to a substantial injustice is a ground for reversal of the verdict of the hearing body.

C. Notice of Appeal: Within five (5) days after the accused is notified of a decision of a hearing body, he/she may file an appeal with the Judicial Council. The appellant in this request for appeal should set forth the reasons why he/she thinks the decision of the hearing body should be reversed or modified.

The request should be submitted to the Judicial Council at the Office of the Dean of the College and, in the case of an Honor and Ethics Council decision, a copy should be sent by the appellant to the judicial co-chair who presided over the hearing.

D. Procedures Prior to the Hearing: The Chair of the Judicial Council will set a time for a hearing on the appeal and will notify the appellant, his/her undergraduate advisor, the appropriate Judicial co-chair (or other hearing body principal), and members of the Judicial Council of the time and place. The appellant will be notified in writing at least seven (7) days before the hearing.

The judicial co-chair (or other hearing body principal) will bring to the Office of the Dean of the College a copy of the records of the hearing, the written evidence introduced at the hearing, and the tape recordings of the hearing and pre-hearing proceedings. The chair of the Judicial Council will make these materials available for study by the members of the Judicial Council and by the appellant and his/her advisor prior to the hearing.

E. Hearing:

1. The following persons will be present at the hearing: the appellant; his/her undergraduate advisor; the judicial co-chair who presided over the original hearing (or other hearing body principal), and/or his/her representative.

2. Both the appellant (with his/her advisor) and the representative(s) from the Honor and Ethics Council (or other hearing

body) may make statements about the procedures at the original hearing and about the evidence.

3. Members of the Judicial Council may ask questions during the proceedings.
4. The hearing will be recorded on audiotape.
5. At the conclusion of the hearing, the Judicial Council will deliberate in private and a decision will be reached by a majority vote of the Council. The appellant will be notified in writing of the results of the hearing.

Hearing Practices for Students Before University Officers

I. Jurisdiction

University hearing jurisdiction will be assumed in cases indicating that a student needs direct and immediate intervention by University personnel. The vice president for student life* or his/her designee will have jurisdiction over cases of serious misconduct and alleged felonious conduct. The dean of student services** or his or her designee will have jurisdiction over cases of misconduct accompanied by abuse of alcohol or drugs. The determination of University hearing jurisdiction is conclusive, unless rendered in an arbitrary manner, and the University officer may refuse jurisdiction of any case. Generally, rights accorded to accused students under the student government constitution will be preserved in the administrative hearing, unless specifically stated otherwise. It is important to note that the administrative hearing, as well as the entire judicial system, is not meant to address grievances between parties who come before it, but only between the accused student and the University.

* The vice president for student life may select a designee to serve as University officer for hearing practices cases. Subsequent references to the University officer reflect the vice president for student life and instructional resources or his/her designee.

** The dean of student services may select a designee to hear cases under his/her jurisdiction.

II. Complaints

A. Complaints are referred to the University officer by the associate dean/judicial officer if, in the opinion of the associate dean/judicial officer, they meet basic jurisdictional criteria. The University officer determines if he or she will take jurisdiction and, if so, sends the case back to the associate dean/judicial officer for investigation. If the University does not take jurisdiction, then the case is sent to the judicial conference for processing.

B. The associate dean/judicial officer*** investigates the complaint, charges the student, if appropriate, and sends the case back to the University officer.

C. If interim suspension authority is exercised, the University officer who will hear the charges will not participate in the decision to suspend.

*** For cases in which the vice president for student life and instructional resources designates a University officer, an alternative investigator may also be designated.

III. Response

The student may respond to the charges by making an admission of charges; a denial of charges; or a request to delay the hearing until external court matters have been resolved. It is also possible for the University officer to delay, without request, the hearing or the further processing of a charge on the same grounds.

IV. Schedule

Requirements regarding time and notice for the Honor and Ethics Council will be followed for the University hearing, but the minimum time before the hearing may be reduced at the discretion of the University officer when fairness is not compromised.

V. Hearing

A. The hearing will be held privately and confidentially. The University officer may permit non-participants to attend. The hearing will be structured as follows:

1. The investigator and the accused student (an undergraduate student advisor may serve on his/her behalf) have the opportunity to make an initial statement explaining each person's description of the case and suggested lines of inquiry for the hearing. The investigator and the student are not adversaries in the hearing. The role of the investigator is to present the findings of his/her investigation and to request the presence of necessary witnesses. The student will be best served by an attitude of explanation and willingness to ascertain the truth rather than an aggressive refutation of others' assertions. The University officer has the authority to conduct the hearing in a manner which preserves this spirit of inquiry.
2. The University officer may, at his/her discretion, request up to four students, faculty, and administrators to assist in the hearing of the case. The panel may participate in the hearing as requested by the University officer and, at the conclusion, render a recommendation to the University officer.
3. After initial statements, the University officer and the panel, if any, may ask questions of each witness. At the conclusion of questioning of each witness by the University officer and panel, the accused will be asked if he/she is satisfied with the questioning, and if not what should be asked. The University officer will, at his/her discretion, pursue those questions. The accused student can submit the names of witnesses whom he/she would like to have called for the hearing and the University officer will determine the relevancy and necessity of each witness. Character witnesses may not be called to testify, but the student may submit no more than two signed letters of character reference.
4. The accused student may be present during all aspects of the hearing, but the hearing does not necessarily have to be conducted at one session. Rather, it may consist of several individual sessions according to the availability of witnesses and participants.
5. Signed statements can be used as evidence if the University officer rules that they are reliable. However, the complaining party will testify in person.
6. In cases of sexual assault, the alleged victim has the option of selecting up to two members of the Wake Forest community to accompany him/her during the hearing process. These individuals may be a BIA member, PREPARE student advocate or facilitator, a counselor, or friend. The support people are to be identified in advance and designated by the associate dean/judicial officer.

B. The University officer must be persuaded that the charges are true in order to find the student to be responsible for the conduct charged.

VI. Decision

A. The University officer will render a decision after the hearing is concluded and he/she has had adequate opportunity to consult with the panel.

B. Sanctions based on charges found to be true will be assessed by the University officer. Presumptive sanctions will be consulted in assessing sanctions.

VII. Appeals

Appeals may be made to the Judicial Council within five (5) days of the announced decision and sanction. The Judicial Council will consider appeals on the basis of these University Hearing Practices and its own constitution and policies.

services & facilities

Advertising Your Event

Use the resources below to get the word out to the campus community regarding an activity or event open to the public:

The Student Online Magazine
www.wakestudent.com/advertise

Old Gold and Black
336.758.5280
http://ogb.wfu.edu

University Calendar
Submit an event at www.wfu.edu/wowf

WAKE TV
www.waketv6.com
336.758.4298

WAKE Radio
http://radio.wfu.edu
336.758.5192

Window on Wake Forest
www.wfu.edu/wowf
ext. 336.758.5379

Contact media sources with your activity/event information at least two weeks in advance. Students may also want to consult with the University News Service (336.758.5237) to discuss possible off-campus publicity for an event or activity.

Auto Registration, Gate Protocols, and Traffic Fines

All students bringing a motor vehicle to the campus must register the vehicle with the Department of Parking Management office. Vehicle registration must be completed online. To register, log on to WIN and click on "Personal" at the top of the page, and select the option to "Register your vehicle for a WFU parking decal." A second option is to go to http://wfuparking.t2hosted.com. Vehicle registration is not complete until the parking decal is displayed on the vehicle per instructions printed on the reverse side of the decal.

Full-time resident and commuter students can purchase a vehicle parking decal for $500 (to park on-campus), $150 (to park in the off-campus lots at1st Assembly Church or Reynolda Village) or obtain a no-cost decal (to park in the satellite parking lot adjacent to Bridger Field House). The parking decal fee for first-year students is $300.

First-year students are required to park in the Student Drive Lot off Polo Road across from campus. Students required to park in the Student Drive Lot may park on campus between 5 p.m. and 7:30 a.m., Monday-Friday and from 5 p.m. Friday-7:30 a.m. Monday.

Gate protocols have been established to serve as a deterrent to criminal activity on campus and to assist the public with campus information and parking. Vehicular traffic entering campus at night (between 10 p.m. and 6 a.m.) is monitored by registering visitors and guests.

The vehicles of students, faculty, staff, and regular vendors entering campus during the hours of gatehouse operation (between 10 p.m. and 6 a.m.) must display a front windshield identification in the form of a decal, a visitor pass, or a hang tag in addition to a parking decal. Failure to register your vehicle or follow proper procedures could result in a referral to the dean of student's office. Please be reminded that all vehicles on campus must obey the North Carolina driving laws and especially be reminded that pedestrians have the right of way.

Procedures to register guest vehicles are available in the "Traffic Rules and Regulations" brochure published by the University Traffic Commission. For a brochure and parking map visit www.wfu.edu/facilities/ParkingManagement.html.

The Department of Parking Management issues a special parking override permit to students who merit special medical parking privileges. In such cases, the student must go to the Student Health Service and be evaluated (at no charge). The student is issued a "Health Service Medical Parking Request" form, which must be presented to the parking management department, indicating how long the student will need special medical parking privileges.

The override permit allows the student to park in designated faculty/staff areas (reserve spaces are excluded). This permit is in addition to his/her regular parking decal. The student is not given a handicapped parking space since these are reserved for individuals who are state-certified. If a student has chosen off-campus or satellite parking he/she is required to purchase a temporary decal during the period he/she will need to park on campus.

Parking/Citation Inquiries
Mon.-Fri, 8:30 a.m.–4:30 p.m. / 336.758.6129

Towed or Malfunctioning Vehicles Information
After 4:30 p.m. / 336.758.5591

A student's registration or diploma may be blocked in the case of unpaid parking violations/citations. Students can review their individual citation information online at http://wfuparking.t2hosted.com. This site also allows students to submit an online appeal within 14 days of receiving a citation and view the results of that appeal after a decision has been made.

More information regarding auto registration, traffic fines, etc. is in the University Traffic Rules and Regulations pamphlet, available online at www.wfu.edu/facilities/ParkingManagement.html.

Alternative Transportation

www.sustainability.wfu.edu/campus/transportation
www.wfu.edu/ridethewake

Wake Forest offers a variety of alternatives for students who don't bring a car to campus or who choose to leave their vehicle parked during the school year. Zipcars provide "wheels when you want them" to students 18 and older. Zipcar membership information is available on the Office of Sustainability's website under campus transportation.

Additionally, the campus shuttle program provides free service to several local apartment complexes, around the campus and to downtown Winston-Salem. An on-campus shuttle provides safe transportation to include Student Drive, First Assembly Church and the satellite parking lot at Bridger Field House. It operates on a set schedule Monday-Friday when school is in session. An evening shuttle also operates on a set schedule, 7 days a week while school is in session. The evening shuttle provides service to Student Drive and First Assembly Church lots. The downtown shuttle operates Thursday-Sunday evenings and transports students to and from several downtown locations.

Visit www.wfu.edu/ridethewake for shuttle schedules.

Barber Shop

Mon.-Fri., 9 a.m.-5 p.m. / 336.759.2443

Located in Taylor House on the lower level with entrance off of the parking lot across from Brendle Hall. Appointments are advised, but walk-ins are always welcome.

Benson Ticket Office

www.wfu.edu/benson/services/tickets.php
Mon.-Fri. 9 a.m.-5:30 p.m./336.758.4265

Located on the third floor of the Benson University Center, next to the Student Union office, is the Benson Ticket Office. All major events are sold through the Benson Ticket Of-

fice as well as tickets to area events and attractions such as concerts, sporting events, and amusement parks. Airport shuttle rides can also be booked and purchased. Cash, check, MC/Visa and Deacon Dollars accepted.

Bridger Field House Deacon Shop

336.758.3767
Open during home football games, coach's lunches, and special events.

Located at Groves Stadium, 499 Deacon Blvd., on the main floor, across from the ticket office, the Bridger Field House Deacon Shop offers a variety of Wake Forest memorabilia and apparel for the entire family.

Campus Media

The Student Online Magazine
http://wakestudent.com
Benson Center 502 / 336.758.5291
Editor-in-chief, Ava Petrash

This online magazine is designed by students for students as a guide to campus activities, Winston-Salem, and beyond. It pulls together a vast array of information and resources and puts them in one convenient place.

WFDD (88.5 FM)
www.wfdd.org
336.758.8850
General Manager, Denise Franklin

WFDD serves the Triad and surrounding counties by providing NPR news and quality discussion programming, as well as Triad arts news, local area news, and classical and jazz music combined with professional on-air talent, superior sound and a strong connection to the community and state.

WAKE Radio
http://radio.wfu.edu
Benson Center 512
336.758.5192 or 336.758.5129
Station Manager, Nathan Bedsole

Wake Forest's student-run radio station plays popular, college-list music and announcements 24 hours a day.

Old Gold and Black (OG&B),
http://ogb.wfu.edu
Benson Center 518 / 336.758.5279
Editor-in-chief, CeCe Brooks
Managing editor, Caroline Edgeton
Business manager, Stephen Shepherd

The University's weekly student newspaper is distributed on Thursdays during the school year. The paper can be found in various locations around campus.

College Bookstore

Taylor House
336.758.5142 or 336.758.5145
Academic Year Hours
Mon.-Fri. 8:30 a.m.-5 p.m.
Sat. 9:30 a.m.-5 p.m.
Sun. 12-4 p.m.
Extended evening hours are posted each semester.

Located on the Quad (Hearn Plaza), the bookstore houses 5000+ titles (updated monthly) and offers school/office supplies and computer accessories through Office Depot, as well as newspapers, magazines, CDs, DVDs, Starbucks Coffee, pastries, Wake Forest emblematic stationery and gifts, student living items, cards, balloons, handbags, accessories, and jewelry. Students can enroll in the bookstore's recycle and rewards program at the beginning of the semester and can refill printer cartridges onsite.

Copy Center

2nd Floor Benson Center 336.758.5251
Academic Year Hours:
Mon.-Fri., 8:30 a.m.–7 p.m.
Summer Hours:
Mon.-Fri., 8:30 a.m.-5 p.m.

A full-service copy center along with a self-serve center, Kodak kiosk, and more!

Payment is cash, check, credit card, or Deacon Dollars. The Copy Center offers a collection box for unwanted electronics, CDs, jewel cases, and other electronic waste. Look for the TechnoTrash bin for all your electronic recycling needs.

Deacon OneCard Office

Benson Center 101 / 336.758.1949
Mon.-Fri., 8:30 a.m.-5 p.m.

The office provides initial and replacement University ID cards. Students should report campus vending problems to Facilities Management. If vending problems occur after office hours, leave a message at the Facilities Management office (336.758.4255) and immediately contact University Police (336.758.5591) to prevent unauthorized use.

Deacon Shop

Kitchen House / 336.758.5606
Academic Year Hours:
Mon.-Fri., 8:30 a.m.-5 p.m.
Sat., 9:30 a.m.-5 p.m.
Sun. 12-4 p.m.

Located on Hearn Plaza (the Quad), the Deacon Shop features Wake Forest merchandise and fan favorites including: banners, pennants, footballs, basketballs, gifts, and apparel for the entire family.

Disabled Student Services

www.wfu.edu/lac
Reynolda Hall 117 / 336.758.5929
Van D. Westervelt, Director
Michael P. Shuman, Associate Director

Wake Forest University endeavors to provide facilities which are in compliance with all laws and regulations regarding access for students with disabilities. In addition, special services are available to provide reasonable accommodations for those with a wide range of documented disabilities. If you need further information regarding documenting a disability and requesting accommodations, please contact the Learning Assistance Center.

The Disabilities Awareness Coalition is a student group that seeks to raise and maintain awareness among the University community members about disabilities and closely related issues. Contact the Learning Assistance Center for more information.

Information Desk and University Switchboard

Benson Center, 3rd level
Information Desk 336.758.5255 or 336.758.5256
University Switchboard, 336.758.5000

The Information Desk is located to the right of the main entrance doors. A student staff member provides campus- and Winston-Salem-related information; distributes Benson Center room keys; and helps with lost and found items. The University Switchboard is located directly behind the Information Desk.

Information Systems

http://help.wfu.edu
336.758.HELP or on-campus ext. 4357
Information Systems Service Desk:
The Bridge / Z. Smith Reynolds Library
Walk-in and phone support hours vary during summer, breaks, and holidays. Please refer to help.wfu.edu for the hours of operation.

At Wake Forest University, students gain valuable insight into using technology to facilitate interpersonal communication and increase extracurricular interactions while enjoying the benefits of extensive support, learning, and leadership opportunities. The use of technology intensifies the University's commitment to individual instruction, faculty-student interaction, and small classes.

The campus computer network offers high-speed wired and wireless connectivity from all campus buildings. The University maintains an extensive array of online information systems that support many academic and administrative applications. In addition, the Wake

Forest Information Network (WIN) provides the University community with faculty, staff, and student directories; an alumni directory and career networking service; online class registration; and vehicle registration.

Wake Forest provides each of its students and faculty an e-mail account. Outside of the classroom, e-mail is an important means of communication between faculty, staff, and students. All residence hall rooms are equipped with telephone jacks and cable television connections. Cable television, while providing a recreational outlet, plays an important role by providing access to campus information and educational offerings.

The Information Systems Service Desk offers assistance for Wake Forest-issued computers and standard software applications via telephone and in person. Visit The Bridge, located on the ground floor of the Z. Smith Reynolds Library, for your support needs. The Service Desk will move to the ground floor of the Z. Smith Reynolds Library in spring 2010. Refer to the Information Systems Service Portal (help.wfu.edu) for the hours of operation.

Library Services

Z. Smith Reynolds (College)
http://zsr.wfu.edu
Coy Carpenter (Med School)
http://www1.wfubmc.edu/library
Professional Center (Grad School)
http://catalog.pcl.wfu.edu

The libraries of Wake Forest University support instruction and research at the undergraduate level and in the disciplines awarding graduate degrees. The libraries of the University hold membership in the American Library Association and in the Association of Southeastern Research Libraries. They rank among the top libraries in the Southeast in expenditures per student.

The Wake Forest University libraries include the Z. Smith Reynolds Library, which is located on the Reynolda Campus and supports the undergraduate College, the Schools of Business, the Graduate School of Arts and Sciences, and the School of Divinity. The Professional Center Library, housed in the Worrell Professional Center on the Reynolda Campus, serves the Law School and the Babcock Graduate School of Management. The Coy C. Carpenter Library serves the Wake Forest School of Medicine and is located on the Bowman Gray Campus. The three library collections total over 2 million volumes. Subscriptions to more than 35,000 periodicals and serials, largely of scholarly content, are maintained at the libraries. The Z. Smith Reynolds Library holds over 1.7 million volumes in the general collection, over 1 million titles in its microtext collection, and nearly 25,000 media items. As a congressionally designated selective federal depository and depository of North Carolina government information, the ZSR Library holds nearly 100,000 government documents. The Professional Center Library holds over 180,000 volumes and the Coy C. Carpenter Library holds over 150,000 volumes. The three libraries share an online catalog, which also provides access to electronic resources, journals and databases, all accessible via the campus network and on the Internet.

Through interlibrary loan service, students, faculty, and staff may obtain materials from other libraries at no charge. In addition, Wake Forest University faculty members have borrowing privileges and on-site access to the collections of some of the most important research libraries in North America. The Z. Smith Reynolds Library provides access to a number of digital current awareness tools to help faculty stay up-to-date in their fields of interest. Photocopy services and campus delivery of books, media, and ILL materials are provided to faculty as well. Library staff members instruct and support faculty in using the Blackboard course management system. Faculty may place course materials and readings on reserve, with electronic reserve options available. Faculty participate in collection development by recommending purchases

through library liaisons, faculty library representatives, and academic department chairs. Faculty members, along with students, serve on the Library Planning Committee. Library services tailored for faculty are outlined at http://zsr.wfu.edu/faculty.html

The Z. Smith Reynolds Library provides comprehensive reference and research services including assistance with directed and independent research and online searching, discipline related library instruction, general library orientation, tours, and a one-credit elective course entitled "Accessing Information in the 21st Century." Reference tools are available in electronic and print formats.

Special collections in the Z. Smith Reynolds Library include the Rare Books and Manuscripts Collection and the Ethel Taylor Crittenden Baptist Historical Collection. The Rare Books and Manuscripts Collection, greatly enhanced by the donation of rare and fine books of the late Charles H. Babcock, emphasizes American and British authors of the 19th and 20th centuries. Among the collections are works of Mark Twain, Gertrude Stein, William Butler Yeats, T.S. Eliot, and the publications of the Hogarth Press. The extensive Anglo-Irish literature collection includes the Dolmen Press Archive. The archive of alumnus Harold Hayes, editor of Esquire magazine in the 1960s–70s, and the Maya Angelou works for theater, television, and screen are maintained in the special collections. The Ethel Taylor Crittenden Baptist Historical Collection contains significant books, periodicals, manuscripts, and church records relating to North Carolina Baptists, as well as the personal papers of prominent ministers, educators, and government officials with ties to Wake Forest College/University. The Wake Forest College/University Archive is maintained in the library as well.

The library is equipped for wireless Internet access. Facilities in the Z. Smith Reynolds Library include "The Bridge," a new collaborative service between Information Systems and the library. Faculty, students, and staff can bring their University-issued laptops for repair. The space also offers a multimedia lab and mini video studio. The library has ten group study rooms that are equipped with SmartBoard technology. These rooms can be booked online at zsr.wfu.edu/studyrooms. In addition, 90 locking study carrels located throughout the Reynolds stacks may be reserved by graduate students and faculty.

The library is open continuously during the fall and spring semesters 24-hours a day from Sunday through Thursday. When the library is not on its 24-hour schedule, two 24- hour study rooms are available located near the entrance to the library and may be accessed by keycard when the library is closed. The study room on one side houses a Starbucks. Visit http://zsr.wfu.edu for a full description of the Z. Smith Reynolds Library resources and services.

Meeting Rooms

A variety of spaces on campus are available for students to reserve for meetings. Private dining rooms, classrooms, auditoriums, and other meeting facilities may be reserved by consulting the following:

Wait and Davis Chapels	
Office of the Chaplain	*336.758.5210*
Brendle Recital Hall	
Department of Music	*336.758.5104*
Classrooms	
Departmental Chairs	
DeTamble Auditorium	
Counseling Department	*336.758.5835*
Dining Rooms	
Dining Services Director	*336.758.5610*
Gymnasium	
Health & Exercise Science	*336.758.5391*
Reynolda Hall Rooms	
Alumni Activities	*336.758.5264*
Benson University Center	
Benson Univ. Center Office	*336.758.4869*

Practice Rooms

Scales Fine Arts Center, Music Dept.
336.758.5364

Approximately 15 rooms are available to all students (including non-music majors) for

music practice from 8:30 a.m.-11 p.m. on the first level of the music wing of Scales Fine Arts Center. First come, first served, no need to reserve. Key deposit and permission of instructor required to use one of the five grand pianos.

Recycling

www.sustainability.wfu.edu/campus/waste-reduction
Jim Coffey
336.758.6070
coffeyjb@wfu.edu

Wake Forest is committed to preserving the environment through our sustainability programs. Recycling is one of the easiest ways to help reduce your footprint on the environment. Not only is it the right thing to do, but North Carolina law prohibits the disposal of aluminum cans and recyclable plastic bottles in landfills. According to the Environmental Protection Agency, Americans discard 160 million tons of waste each year; 60-80% of this waste is recyclable.

Recycling bins are dispersed throughout campus. Student government, the Student Environmental Action Coalition (SEAC), and IFC (working with Facilities and Campus Services) have developed a plan to recycle waste from campus social functions through the placement of recycling bins at registered parties. Glass, aluminum, and plastic can all be placed in the same bins marked "Cans & Bottles." Clean paper products can be placed in containers marked "Paper."

Items that can be recycled include:

Glass

Glass food and beverage containers (remove lids and rinse bottles)

Aluminum & Steel

Aluminum and steel (tin) cans

Paper

Newspaper	Junk Mail
Magazines	Envelopes
Notepad Paper	Manila Folders
Computer Paper	Catalogs

Plastic

All plastic containers that have a neck smaller than the body of the container and/or are marked on the bottom by a #1 or #2 in the "chasing arrows" triangle.

Electronic Waste

Small electronics, like phones and PDAs, CDs, jewel cases, rechargeable batteries, old computer cords, and the like can be deposited into any of the TechnoTrash bins on campus (the Copy Center, ZSR Library, or the Bookstore).

You can download a full table of what can be recycled on campus from the campus sustainability website. You can also find a poster pull-out table in your Green Guide for campus.

Safety Escort Services

If a safety escort is required after 3 a.m., one can be provided by calling University Police at 336.758.5591, calling 311 from a campus telephone, or utilizing one of the "call-box" telephones found around campus. The safety escort service is provided by either a police officer in a patrol car or a walking security officer. The timeliness of a safety escort's arrival is dependent on the availability of personnel and the number of high-priority calls to which they may already be committed.

Persons requiring ADA assistance or other special transportation needs that prohibit them from using one of the regular shuttle stops should call University Police at 336.758.5591 (ext. 311 on campus) for alternate arrangements.

Escort services are provided by University Police.

Sundry Shop

Benson Center Food Court / 336.758.4695
Mon.-Fri., 7:30 a.m.-midnight
Sat.-Sun., 10 a.m.-midnight

Located in the Benson Center Food Court, the sundry shop sells snacks, beverages, and grocery items. Food Dollars and Deacon OneCard accepted.

Keep the WFU Bulletin Issued During Your First Year

Upon matriculation, each student receives a copy of the current Undergraduate Bulletin of Wake Forest University. This bulletin is a very important document, containing the institution's most recent policies governing students' academic programs and pertinent administrative matters. Students are expected to be familiar with the contents of the bulletin since it represents the substance of their contractual relationship with the University. All students should keep the copy of the bulletin issued in their first year.

Telecommunication and Cable Television Services

The Bridge / Z. Smith Reynolds Library
http://help.wfu.edu/services/tv-and-phones
336.758.HELP (4357)

Cable Television

The on-campus housing package includes select HDTV channels and 80 cable television stations as part of the campus cable TV network. You must bring your own television. An off-air, high-definition receiver or ATSC tuner and compatible television are required to view the HDTV channels.

Cable channel 6 is student-run WAKE-TV, which features various student programming. Channels 20 and 22 carry SCOLA1 and SCOLA4, nonprofit educational services that feature television programming from more than 50 different countries in their original languages. More information about cable television and the current channel lineup can be found at www.wfu.edu/cabletv. Questions concerning cable television should be directed to the Information Systems Service Desk via e-mail at help@wfu.edu or at 336.758.4357.

Telephone Services

All residence hall rooms are equipped with a land-line telephone jack connection. You can request to have local telephone service and voice mail activated in your room by contacting the Information Systems Service Desk. Activation of this service will provide local dial service for the campus and the Winston-Salem community, call waiting, caller ID and voicemail. To make a request after arrival to campus, students living in residence halls must send an e-mail message to the Information Systems Service Desk that includes their name, building, and room number. Long-distance telephone service is not provided. Students must bring their own phone. Cordless phones (2.4 Ghz and 5.0 Ghz) interfere with the campus wireless network and are not allowed on campus.

Questions concerning telephone services should be directed to the Information Systems Service.

Textbook Store

Taylor Hall / 336.758.4154
Mon.-Fri., 8:30 a.m.-5 p.m.

Located beneath the Bookstore in Taylor House, the Textbook Store offers online ordering and prepack via WIN as well as art, laboratory, music supplies, and study aids. (Prepack is not available to first-semester, first-year students.) The Texbook Store also holds Book Buyback during each semester's finals' period with extended service hours. Students can donate books that the bookstore can't buy back to Better World Books.Donation boxes are available onsite during buyback.

University ID Cards—Campus Card Program

ARAMARK Food Services Office
Reynolda Hall / 336.758.5607
Mon-Fri., 9 a.m.-5 p.m.

Students are required to carry and, upon the request of authorized University personnel, including residence hall and library staff members, to show their University Identification (ID) cards. The cards are multipurpose and should be kept in the student's possession at all times and carefully protected. They are used for access to residential locations and other areas such as campus labs, library functions, athletic events, the Secrest Artist Series, and for all campus card functions. It is a permanent card, turned in upon withdrawal from the University or upon graduation. Lost or stolen cards should be reported to University Police immediately.

The campus card program is a student-requested declining balance system. Deacon OneCard monies may be used at all dining locations, College Bookstore, Deacon Shop, Student Health Service, Student Union, Office of Financial and Accounting Services, University Police, and all campus vending machines. Campus card accounts may be opened, or added to, in the ARAMARK (Food Services) office in Reynolda Hall, by cash, check, money order, VISA, or MasterCard.

Food Dollars are included with meal plans and may be used at all campus dining locations.

UPS Store/Campus Mail

Poteat Hall 336.896.1126
Web Page Google 5701
FedEx 336.896.9986
Mon.-Fri., 7 a.m.-5 p.m.
Sat., 7 a.m.-11 a.m.

There is a full-service mail, packaging, shipping, and document servicing center located in Poteat Hall facing Hearn Plaza (the Quad). Box rental is included in the room rent payment. You can access your box 24-hours a day with your key. (Lost keys cost $10 to replace.) Mail should be addressed:

Campus Box XXXX*
1834 Wake Forest Road
Winston-Salem, NC 27109-XXXX*
**Put in your box number*

Wachovia Bank

Davis Hall / 336.759.7576
Mon.-Fri., 10 a.m.-3 p.m.

Located in Davis Hall on the Hearn Plaza (Quad) side is a fully-functioning Wachovia bank and an automated teller machine (ATM).

Hours of Operation

Listings are for the academic year when school is in session.

Food

Benson Food Court

Chick-Fil-A
Mon.-Fri., 7:30 a.m.-midnight
Sat., 10:30 a.m.-11:30 p.m.

Grab N Go
Mon.-Fri., 7:30 a.m.-midnight
Sat., Closed
Sun., 10 a.m.-midnight

Freshens
Mon.-Fri., 10 a.m.-midnight
Sat.-Sun., 10:30 a.m.-midnight

Take Two
Mon.-Fri., 10 a.m.-midnight
Sat., 10:30 a.m.-midnight
Sun., 11 a.m.-midnight

Campus Grounds Coffee Shop
Sun.-Thurs., 4:30 p.m.-1:30 a.m.
Fri.-Sat., 6:30 p.m.-1:30 a.m.

Fresh Food Co. at Reynolda Hall
Mon.-Fri., 7 a.m.-9 p.m.
Sat.-Sun., 9 a.m.- 9 p.m.

Magnolia Room
Mon.-Fri., 10:30 a.m.-2 p.m.

Polo Area Convenience Store
Mon.-Thurs., 4:30 p.m.-midnight
Fri., 4-9 p.m.
Sat., Closed
Sun., 4 p.m.-midnight

Shorty's
Mon.-Fri., 10:30 a.m.-midnight
Sat., 10:30 a.m.-midnight
Sun., 1 p.m.-midnight

Subway on Hearn Plaza (the Quad)
Mon.-Fri., 10 a.m.-3 a.m.
Sat.-Sun., 10 a.m.-3 a.m.

Zoca
Mon.-Fri., 10:30 a.m.-midnight
Sat., 10:30 a.m.-midnight
Sun., 10:30 a.m.-midnight

Recreation

Basketball/Racquetball Courts
Reynolds Gym (hours apply except when gym is in use for classes or intramurals)
Mon.-Fri., 1-9 p.m.
Sat., noon-10 p.m.
Sun., 1-9 p.m.

Fitness Center Miller Building
Mon.-Thurs., 6:30 a.m.-11 p.m.
Fri., 6:30 a.m.-7 p.m.
Sat., 11 a.m.-7 p.m.
Sun., 1-10 p.m.

Swimming Pool Reynolds Gym
Lap Swimming
Mon. and Wed., 7-9 a.m., 11 a.m.-1 p.m. and 3-6 p.m.
Tues. and Thurs., 11 a.m- 1 p.m. and 3-5 p.m.
Fri., 7-9 a.m.and 11 a.m.-1 p.m.
Open Recreational Swimming
Mon. and Wed., 6-9 p.m.
Tues. and Thurs., 5-7:30 p.m.
Fri., 3-6 p.m.
Sat. and Sun., 1-4 p.m.

Closed for home football games

Outdoor Pursuits
Mon.-Fri., noon-6 p.m.
The Crux Bouldering Wall
Mon.-Thurs., 2-4 p.m. and 6-10 p.m.

Religious (meeting times & locations)

Athletes in Action
336.993.1120
Tues., Rovere Room, Miller Center, 9 p.m.
Joe and Kim Haynes, and Amy Price

Baptist Student Union
336.758.5021
Tues., BSU Lounge, Kitchin Hall, 6 p.m.
Rev. Rebecca Hartzog

Baha'i Association
336.758.3242
Peter Furia, faculty advisor

Campus Crusade for Christ
336.577.4416
Tues., Basement of Wait Chapel, 6 p.m.
Campus Crusade: Impact, Thursday, Campus Ministry Lounge, 6 p.m.
Ron and Celia Jones

Chi Alpha
336.759.8010
Wed., First Assembly Church, 9:30 p.m.
Thomas Whited

Christian Meditation Room
404 Benson University Center
Same hours as Benson University Center

Davis Chapel Wingate Hall
Open 24-hours a day

Emmaus
336.723.1621
First Presbyterian Church Downtown
Tues, 7:30 p.m.
Justin Lewis, coordinator

Episcopal Student Fellowship
336.758.5249
Davis Chapel
Sun., Holy Communion, 6 p.m.
Rev. Bob McGee

Hillel (Jewish Student Organization)
336.758.5368
Fri., Campus Ministry Lounge, Collins Residence Hall, 6 p.m.
Jack Heckleman, faculty advisor

Interfaith Meditation Room
Reynolda 23, Terrace Level

International Campus Ministries of the Triad
336.972.6237
Scott Freese, director

Intervarsity Christian Fellowship
Thurs., Davis Chapel, 7 p.m.
Kevin Boyd, coordinator

Lutheran Student Movement
336.765.6211
Tues., Collins Hall,
Catholic Community Lounge, 6 p.m.
Rev. Laura Wind

Meditation Room (404 Benson)
Same hours as the Benson Center

Muslim Student Association
336.758.5908
333 Greene Hall
Darlene May, advisor

Khalid Griggs, Associate Chaplain for Muslim Life
336.758.2963
019 Reynolda Hall

Office of the Chaplain
336.758.5210

Orthodox Christian Fellowship
336.758.5018

Presbyterian (USA) Student Fellowship
336.784.7451
Tues., Collins Hall,
Campus Ministry Lounge, 6 p.m.
Rev. Glenn Otterbacher

Reformed University Fellowship (Presbyterian PCA)
336.758.5248
Tues., Pugh Auditorium, 8 p.m.
Rev. Kevin Teasley

United Methodist Campus Ministry/ Wesley Foundation
336.758.5019
Thurs., Wingate Hall, Lower Auditorium
5:30 p.m.
Rev. Larry Jones

University Worship
Thurs., Davis Chapel, 5:15 p.m.,
Variety of speakers from campus and surrounding area as well as alumni

Wake Forest Baptist Church
336.758.5297
Tim Willis, interim pastor 336.758.5119
Sunday School, Wingate Hall, 9:45 a.m.
Sunday Worship, Wait Chapel, 11 a.m.
Evening Contemporary Service, 7 p.m.

Wake Forest Catholic Community
Father Charles Jagodzinksi, OFM Conv.
336.758.5018
Chris D'Auria, Catholic Campus Ministry Fellow, 336.758.4214
Wed., Collins Hall,
Catholic Community Lounge, 6 p.m.

Catholic Mass (Davis Chapel)
Mon.-Thurs., 12:10 p.m.
Sun., 11:30 a.m., 8 and 10 p.m.

Reconciliation
Mon., 7:15 p.m.
Office of Father Jagodzinski
45 Kitchin Residence Hall

Want to know more about any of these groups? Visit www.wfu.edu/chaplain for links to student group Web pages, events, resources, and more.

Benson University Center

Mon.–Sat., 7:30 a.m.–1 a.m.
Sun., 10:30 a.m.–1 a.m.

Student Health Service

336.758.5218
Located in the George C. Mackie Health Center, Reynolds Gymnasium

Fall and Spring Semesters
Mon.–Fri., 8:30 a.m.-noon and 1:30–4 p.m.
(call for appointment)

Summer School
Mon.-Thurs., 8:30 a.m.-noon
and 1:30–4 p.m.
(call for appointment)

Urgent Care After Hours
24-hours a day during fall and spring semesters (Aug.-Dec. and Jan.-May). Staffed by registered nurse with physician on call.

Medical Care when SHS is closed
Students who have urgent medical problems when the SHS is closed should seek help at one of the following resources.

For Medical Emergencies call 911

WFU Baptist Medical Center Emergency Dept, 713.9000

Forsyth Medical Center Emergency Dept., 718.2001

Prime Care North Point
7811 North Point Blvd., 759.0700

Oldtown Immediate Care
3734 Reynolda Rd., 922.1102

student organizations

For a more complete listing and descriptions of Wake Forest Student organizations, visit www.wfu.edu/campuslife/organizations.html.

All phone extensions begin with 336.758.

Academic and Honorary Societies

Wake Forest has at least one local club or national society for every discipline offered at the University. Consult departmental chairs for more information about a specific group.

Accounting Society
Schools of Business, George Aldhizer (5778)

Allied Health Student Association
Gary Miller (1901)

Alpha Epsilon Delta (health professions)
Hugo Lane (5572)

Alpha Kappa Psi (business fraternity)
Sylvain Boko (4461)

Anthony Aston Players (theatrical group)
J.E.R. Friedenburg (9870)

Anthropology Club
Steven Folmar (6065)

Beta Beta Beta (biology honor society)
Herman Eure (5571/5323)

Delta Phi Alpha (German honor society)
Alyssa Howards (5867)

El Club Hispano
Rebekah Morris (4943)

Eta Sigma Phi (classics honor society)
Mary Pendergraft (5331)

Euzelian Academic Society
Linda Bridges (5311)

Golden Key National Honor Society
Natascha Romeo (5937)

Lambda Pi Eta
(communications honor society)
Marina Krcmar (5405)

Mortar Board (senior honor society)
Miriam Jacobson (5383)

Omicron Delta Epsilon
(economics honor society)
Robert Whaples (4916)

Omicron Delta Kappa
(leadership society)
Jenny Puckett (3937)

Phi Beta Kappa
Mary Pendergraft (5331)

Philomathesian Literary Society
Anne Boyle (5400)

Pi Mu Epsilon (math honor society)
Sarah Raynor (4807)

Pi Sigma Alpha
(political science honor society)
John Dinan (3495)

Pre-Dental Student Association
Hugo Lane (5572)

Pre-Law Society
Barry Maine (5380)

Pre-Veterinary Student Association
Hugo Lane (5572)

Sigma Tau Delta (English honor society)
William Moss (5377)

Theta Alpha Kappa
(religion honor society)
Lynn Neal (3307)

Upsilon Pi Epsilon
(computing science honor society)
David John (5535)

Greek Organizations

Fraternities and sororities support and promote leadership, academics, community service and friendship. Each year, a large percentage of students make the decision to join the Greek community. Greek life at Wake Forest observes a policy of deferred recruitment. First-year students may not participate in the formal recruitment process until the spring semester of their freshman year. The recruitment process varies depending on the organization. The Panhellenic Council holds formal recruitment week in early January, just before classes begin. Registration needs to occur by early November. Immediately following Panhellenic recruitment is the Interfraternity Council's rush period. During men's rush, interested men are able to visit all IFC fraternities through a mutually selective process. Each of our chapters in the National Pan-Hellenic Council holds their own recruitment/intake events throughout the year.

Greek Organizations with active chapters at Wake Forest are:

Men's Fraternities

Alpha Sigma Phi
Chi Psi
Delta Kappa Epsilon
Kappa Alpha Order
Kappa Alpha Psi
Kappa Sigma
Lambda Chi Alpha
Phi Beta Sigma
Pi Kappa Alpha
Sigma Alpha Epsilon
Sigma Chi
Sigma Nu
Sigma Phi Epsilon
Sigma Pi
Theta Chi

For more information: Steve Hirst (5278).

Women's Sororities

Alpha Delta Pi
Alpha Kappa Alpha
Chi Omega
Delta Delta Delta
Delta Sigma Theta
Delta Zeta
Kappa Delta
Kappa Kappa Gamma
Phi Mu
Pi Beta Phi

For more information: Peyton Risley (5278).

Media and Publications

The Howler the yearbook of Wake Forest University.
Adviser: James Buckley (4853)

Old Gold and Black the campus newspaper which is distributed on campus each Thursday.
Adviser: Wayne King (5280)

Philomathesian Society a literary magazine serving our prestigious and dynamic academic community.
Adviser: Anne Boyle (5400)

The Student the website for the Wake Forest student body covering all facets of University life. http://student.wfu.edu.
Adviser: Nancy Crouch (5260)

Three to Four Ounces a bi-annual magazine containing student photography and literature.
Adviser: William Moss (5377)

WAKE Radio an AM alternative student-run radio station located on the fifth level of the Benson University Center.
Adviser: Mary Gerardy (5229)

WAKE TV chartered in the fall of 1993, produces student-generated local cable shows on a weekly basis.
Adviser: Steve Jarrett (5075)

Wake Forest University Media Board serves as the governing board over all Wake Forest publications and media organizations.
Adviser: Mary Gerardy (5229)

Window on Wake Forest online campus newspaper at www.wfu.edu/wowf. (5379)

WFDD (88.5 FM) serves the Triad and surrounding counties by providing NPR news and discussion programming, as well

as Triad arts news, local area news, and classical and jazz music combined with professional on-air talent, superior sound and a strong connection to the community and state. (8850)

Religious Organizations

Many different religious organizations exist to meet the needs of interested students. These organizations are coordinated by Campus Ministry, which provides worship, study, fellowship, and service activities. Non-denominational worship services are offered each Thursday morning at 11 a.m. in Davis Chapel. Consult the campus ministry office for more information. (5248)

Baha'i Association, Tim Auman (5017)

Baptist Student Union, Rebecca Hartzog (5021)

Campus Crusade for Christ, Ron Jones (336.499.6390)

Catholic Community, Father Charles Jagodzinksi (5018)

Chi Rho, (men's a capella) Ken Zick (5943)

Christian Medical and Dental Assoc., Tim Auman (5017)

Episcopal Student Fellowship, Bob McGee (5249)

Forest Fire Christian Ministry, Darlene Starnes (5864)

Gospel Choir, Sr. Larretta Rivera-Williams (3521)

Hillel (Jewish Student Organization), Jac C. Heckelman (5923)

Intervarsity Christian Fellowship, Mike Ford (5921)

Living Parables Christian Drama Troupe, Tim Auman (5017)

Lutheran Student Movement, Laura Wind (765-6211)

Minor Variation, (women's a capella) Tim Auman (5017)

Muslim Student Association Darlene May (5908)

Presbyterian Student Fellowship, Glenn Otterbacher (336.794.7451)

Reformed University Fellowship, Kevin Teasley (5248)

Student to Student, Mike Ford (5921)

Theta Alpha Kappa, Lynn Neal (3307)

United Methodist Campus Ministry/ Wesley Foundation, Larry Jones (5248)

Service Organizations

Alpha Phi Omega A national coed service fraternity, commonly referred to as "APO."
Adviser: Kendra Paisley (5290)

Building Tomorrow An international non-profit organization empowering students to raise awareness and funds to benefit vulnerable children in sub-Saharan Africa.
Adviser: Patricia Cunningham (5583)

Circle K Circle K is the "college version" of the Key Club. Membership is open to all students.
Adviser: Holly Brower (6174)

Emergency Response Team Trained student volunteers who act as first responder to emergency calls on campus as well as supporting EMS education.
Adviser: Cecil Price, M.D. (5218)

Habitat for Humanity "Habitat" is an international organization which coordinates the building of houses for those in need. Student volunteers may find out more information by visiting the Volunteer Service Corp office in Benson 345.
Adviser: Kendra Paisley (5290)

HOPE (Helping to Overcome Physical Expectations) Students serving special needs children.
Adviser: Terry Blumenthal (5531)

Campus Kitchens Provides hot, healthy meals to people in need.
Adviser: Shelley Graves (3705)

Kappa Kappa Psi A service organization within the Spirit of the Old Gold and Black marching band.
Adviser: Kevin Bowen (5365)

Peer Health Educators This organization promotes healthful lifestyles through various wellness activities, informal counseling, and educational programming.
Adviser: Natascha Romeo (5937)

PREPARE (Policy Group on Rape Education, Prevention and Response) Students focus on sexual assault awareness and prevention through educational programming and campus wide events. Student advocates are trained to respond to victims of sexual assault.
Adviser: Amy Shuman (5273)

Rotaract Club is the college chapter of Rotary International with multiple service activities.
Adviser: Fred Horton (5460)

Student Global Aids Campaign
Adviser: Sylvain Boko (4461)

Twin Cities Collegiate Planning Board
Adviser: Mike Ford (5921)

Unite for Sight An international nonprofit organization dedicated to educating and serving people to improve their vision.
Adviser: Brent Bond

Volunteer Service Corps Matches student volunteers with community partners, service trips, and service events according to the student's interests.
Adviser: Kendra Paisley (5290)

Wishmakers on Campus Students seeking to bring hope, strength, and joy to children with life-threatening medical conditions.
Adviser: Max Negin (3371)

Sports and Recreation

Wake Forest offers many outlets for recreational activity. Many students participate in intramural ("IM") sports which range from very competitive in nature to "just for fun." Some students choose to join club sport teams which compete against club teams from other colleges and universities. Outdoor Pursuits, as well as a comprehensive fitness program, are coordinated by the campus recreation office as well. If interested in participating or working in campus recreation, please call 5838 or stop by Reynolds Gymnasium, Room 214.

The Higher Education Act requires that institutions of higher education make available by October 15th of each year a copy of the Equity in Athletics Disclosure Act annual report to any student who requests one. Please contact the athletic department if you would like to request a copy of this document.

Intramurals

Coordinator: T.J. Peele (4192)

Seasons:
- Basketball
- Bowling
- Dodgeball
- Flag Football (7 vs 7 and 4 vs 4)
- Indoor Soccer
- Innertube Water Polo
- Racquetball
- Soccer
- Softball
- Table Tennis
- Tennis (Individual/Team)
- Volleyball
- Water Polo

Tournaments:
- Golf
- Field Goal Kicking
- Gauntlet Adventure Race
- Meltdown Duathalon
- 3 on 3 Basketball
- Softball Invitational
- Volleyball
- Track
- Swimming
- Ultimate Frisbee
- Unpredictable Adventure Race
- and More

Club Sports Union This organization is comprised of student officers from each club sport organization on campus. The union serves to promote, educate, encourage, and motivate all club sport teams.
Director: Max Floyd (5838)

Club Sports

Director: Max Floyd (5383)

- Ballroom Dancing
- Baseball
- Basketball (men and women)
- Bass Fishing
- Cheer
- Cycling
- Equestrian
- Fencing
- Field Hockey
- Golf (men and women)
- Gymnastics
- Ice Hockey
- Karate
- Lacrosse (men and women)
- Rowing Club
- Rugby (men & women)
- Running Club
- Snow Ski
- Soccer (men and women)
- Softball (women)
- Squash
- Swimming
- Tennis (men and women)
- Ultimate Frisbee (men and women)
- Unified Rhythms
- Volleyball (men and women)
- Wake Adventure Club
- Wakeboard and Waterski
- Water Polo
- Wrestling

Outdoor Pursuits

Director: Mark Henley (6046)

Assistant Director: Eric Wakild (6046)

- Backpacking/Camping
- Canoeing
- Caving
- Climbing
- Horseback Riding
- Indoor Bouldering Wall (The Crux)
- International Trips
- Kayak Roll Clinics
- Outdoor Campus Programming
- Sea Kayaking
- Skiing/Snowboarding
- Weekend and Extended Trips
- Whitewater Kayaking
- Whitewater Rafting

Fitness

Director: Jill Coleman (1967)

- All Fitness Programming
- Ab Attack
- Boot Camp
- Butts and Guts
- Fitness Cycling/Spinning
- Hip-hop Dance
- Kickboxing
- Low/High Impact Aerobics
- Metabolic Effect/Cycle
- Personal Training
- Pilates Mat
- Step Aerobics
- Strength
- Yoga
- Zumba

Aquatics

Director: Jessica Finnerty (3490)

- Fitness Swim
- Lifeguards
- Pool Hours
- Recreational Swimming/Water Aerobics

Weight Rooms

- Reynolds Gymnasium
- Miller Center

Intercollegiate Athletics

- Baseball (men)
- Basketball (men and women)
- Cross-Country (men and women)
- Field Hockey (women)
- Football (men)
- Golf (men and women)
- Soccer (men and women)
- Tennis (men and women)
- Track (men and women)
- Volleyball (women)

Student Governance

Student Government 304 Benson Center, (5293). This organization serves as the primary link between the students and the faculty and administration. The Student Government's purpose is to formulate and carry out policies that meet the needs of the student body. The three branches of the Student Government are the executive, the legislative, and the judicial. The judicial

branch is composed of the Honor and Ethics Council and the Board of Investigators and Advisers.

Adviser: Peter Siavelis (5451)

2010-2011 Officers for the Student Government

President—Natalie Halpern
Speaker of the House—Seth Williford
Treasurer—Vincent Cerniglia
Secretary—William McClure
Chief of Staff—Nilam Patel

Honor and Ethics Council This organization, the central deliberative body in the judicial system, is comprised of students elected from each class, faculty members, and administrators. It hears all honor and student conduct cases not heard administratively.

Adviser: Charlene Cerutti (5226)

Board of Investigators and Advisors Members of this body are selected to both investigate and present cases before the Honors and Ethics Council and advise and represent accused students in all phases of the judicial process. Candidates are reviewed and appointed each year by student government.

Adviser: Charlene Cerutti (5226)

Interfraternity Council (IFC) This governing body coordinates fraternity Rush activities, Greek Week, the Brian Piccolo Cancer Fund Drive, community service programs, leadership training programs, social events, and Greek intramurals. It comprises representatives from each fraternity.

Adviser: Steve Hirst (5278)

National Pan-Hellenic Council Represents the historically black Greek service organizations, in structure and background, recognizing the need for awareness, coordination, and cooperation in activities of inter-collegiate Greek letter fraternities and sororities, and recognizing there are certain areas of action and programming that can best be carried out by the joint efforts of all such organizations.

Adviser: Steve Hirst and Peyton Risley (5278)

Panhellenic Council This governing body coordinates sorority recruitment activities, Greek Week, the Brian Piccolo Cancer Fund Drive, community service programs, leadership training programs, social events, and Greek intramurals. It comprises representatives from each sorority.

Adviser: Peyton Risley (5278)

Resident Student Association Commonly referred to as "RSA," this organization promotes residence life on campus through various social, educational, and service programs.

Advisers: Matt Imboden (5185) and Cherise James (5185)

Special Interest Groups

Advertising Club
Adviser: Sheri Bridges (4589)

American Chemical Society
Adviser: Marcus Wright (5981)

Amnesty International
Adviser: Helga Welsh (5452)

Asian Student Interest Association
Adviser: Tanisha Ramachandran (6096)

Beethoven Student Art Gallery
Adviser: David Faber (5302)

Black Student Alliance
Adviser: Kaylan Baxter (4900)

College Democrats
Adviser: Peter Siavalis (5451)

Concert Choir
Adviser: Brian Gorelick (5371)

College Republicans
Adviser: Robert Whaples (4916)

Democracy Matters
Adviser: Ana Maria Wahl (4121)

Demon Deacon Battalion
Adviser: Keith Callahan (5541)

Demon Deacon Chess Club
Adviser: Will Hacker (5383)

Demon Divas (a capella)
Adviser: Paul Orser (5311)

Dirrrty Dancers
Adviser: Nina Lucas (5393)

Disabilities Awareness Coalition
Adviser: Michael Shuman (5929)

Ducks Unlimited
Adviser: Miles Silman (5596)

English Student Association
Advisers: Melissa Jenkins (3919)/
Rian Bowie (3369)

Entrepreneurship Society
Adviser: Bren Varner (5098)

Feminist Majority Leadership Alliance
Patricia Willis (3533)/Melissa Jenkins (3919)

Finance Club
Adviser: James Cotter (7220)

GSSA (Gay Straight Student Alliance)
Adviser: Rekha Rosha (4942)

Handbell Choir
Adviser: Tim Auman (5017)

Innuendo (a capella)
Adviser: Hugh Howards (5352)

Japanese Studies Club
Adviser: Yaskuko Rallings (1999)

MAPS (Minority Association of Pre-medical Students) Adviser: Hugo Lane (5572)

Mock Trial Adviser: TBA

Model United Nations
Adviser: Thomas Brister (5449)

OLAS (Organization of
Latin-American Students)
Adviser: Alta Mauro (5864)

Philosophy Club
Adviser: Adrian Bardon (4066)

Plead the Fifth (a capella)
Adviser: Brian Gorelick (5364)

Quiz Bowl
Adviser: Robert Whaples (4916)

Russian Club
Adviser: Billy Hamilton (5311)

Screamin Demons
Adviser: Mike Odom (5011)

SEAC (Student Environmental Action Coalition)
Adviser: Jim Coffey (6070)

Sign Language Club
Adviser: Scott Baker (5346)

Student Art Gallery
Adviser: David Faber (5302)

Student Athlete Advisory Council
Adviser: Julie Griffin (4609)

Student Global Aids Campaign
Adviser: Sylvain Boko (4461)

Students Working Against Poverty
Adviser: TBA

Tree House
Adviser: Saylor Breckenridge (7138)

UMOJA Multicultural Dance Ensemble
Adviser: Tiffany Waddell (3103)

Unified Rythms Dance Squad
Adviser: Hattie Mukombe (5201)

VOICE (Visionaries of Integration Creating Equality)
Adviser: Anthony Parent (6132)

Wake Forest Fine Arts Association
Adviser: Teresa Radomski (5370)

Wake Forest Students for Life
Adviser: Dan Hammond (5335)

Wake Forest Tappers
Adviser: Nina Lucas (5393)

WISA (Wake International Student Association) Adviser: Kent Greer (5938)

Women in Science
Adviser: Ellen Kirkman (5351)

Young Adult Cancer Awareness Society-
Adviser: Ana Wahl (4121)

Young Americans for Liberty
Adviser: Tom Taylor (5015)

Student Activities

National Residence Hall Honorary
Advisers: Matt Imboden (5185) and Nicole Rodriguez-Pastor (5185)

Resident Student Association
Advisers: Matt Imboden (5185) and Cherise James (5185)

Student Deacon Club
Adviser: Mike Odom (5011)

Student Union
Adviser: Kathy Arnett (5228)

additional academic opportunities

Interdisciplinary Minors

(See the Wake Forest University Undergraduate Bulletin *for descriptions and requirements.)*

African Studies
Director: Yomi Dorotoye (1910), political science

American Ethnic Studies
Director: Earl Smith (1892), sociology

Cultural Resource Preservation
Coordinator: Paul Thacker (5117), anthropology

East Asian Studies
Coordinator: Yaohua Shi (3994), East Asian Languages and Cultures

Entrepreneurship and Social Enterprise
Director: Bill Conner (5315), biology

Environmental Science
Director: Robert Browne (5569), biology

Environmental Studies
Director: Robert Browne (5569), biology

Film Studies
Director: TBA (3892)

Global Trade and Commerce Studies
Coordinator: Kline Harrison (5938), international studies

Health Policy and Administration
Coordinator: Michael S. Lawlor (5564), economics

Humanities
Interim Coordinator: Tom Phillips, (5180)
Dir. Wake Forest Scholars Program

International Studies
Coordinator: Ian Taplin (5938), international studies

International Development and Policy
Director: Sylvain H. Boko (4461)

Latin-American and Latino Studies
Director: Peter Siavelis (5451), political science

Linguistics
Coordinator: Stan Whitley (5362)
Romance languages

Medieval Studies
Coordinators: Gillian Overing (5384) and Gale Sigal (5388), English

Neuroscience
Coordinator: Wayne L. Silver (5920), biology

Russian and East European Studies
Coordinator: Susan Z. Rupp (4396), history

Urban Studies
Coordinator: Donald E. Frey (5618), economics

Women's and Gender Studies
Director: Wanda Balzano (4455)

Foreign Area Studies

(See the Wake Forest University Undergraduate Bulletin *for descriptions and requirements.)*

Italian Studies
Coordinator: Roberta Morosini, (7181)
Romance languages

Spanish Studies
Coordinator: Candelas Gala (5485)
Romance languages

Interdisciplinary Honors

Coordinator: Barry G. Maine (5380), English
This program consists of a series of seminar courses of an interdisciplinary nature open to qualified undergraduates. Students interested in participating in these seminars should consult the coordinator or a member of the Committee on Honors.

Learning Assistance Center

117 Reynolda Hall, (336.758.5929)

Open Curriculum

For students with high motivation and strong academic preparation, this program provides

the opportunity to follow a course of study planned within the framework of a liberal arts education but not necessarily fulfilling all core requirements for the degree. Interested students should apply to the Committee on Open Curriculum. For more information, visit www.wfu.edu/undergraduate_college. Select the Open Curriculum Program tab.

Institute for Public Engagement

101-B Reynolda Hall, (3310)

The Institute for Public Engagement promotes public engagement, in all of its forms, across the University by providing funding for service-learning opportunities and community-based participatory research. The Institute also hosts capacity building workshops and conducts the Community Fellows Program, the ACE Fellows Program, and Nonprofit Summer Emersion Program. Students can engage with community partners through university-wide initiatives that serve the needs of our community, including the K-12 Education Initiative and the VITA/EITC Program. The Institute integrates public engagement and service-learning into the curriculum and prepares students for civic leadership, action and reflection. For more information, visit http://ipe.wfu.edu.

Theme Houses

The Office of Residence Life and Housing provides opportunities for students with common interests to establish theme housing. In the past, theme houses have included an environmental house, fine arts house, Wesley house, Nia house, technology house and an international studies theme. Students may apply for theme houses by contacting residence life and housing. (5185)

International Students and Scholars

International students and scholars can obtain information and assistance in the Center for International Studies.

Study Abroad

Students interested in studying abroad should visit the Center for International Studies (CIS) for assistance and program information. All students planning to study abroad on a Wake Forest or an Affiliate program (approved non-Wake Forest program) are required first to attend an information session and then to schedule an appointment with a study abroad adviser. Programs are offered in over 200 cities, 70 countries and a wide variety of academic disciplines. All students must submit an online study abroad application Visit http://studyabroad.wfu.edu for more information.

Study Abroad in Wake Forest Programs

A wide range of semester and summer programs are offered which are administered by Wake Forest. Courses are taught by Wake Forest faculty or in-country faculty. Students earn Wake Forest credit toward major, minor and divisional requirements and pay Wake Forest tuition, housing, program fees, and personal expenses.

Among the Wake Forest semester program options are three University-owned residences where students live and study with a Resident Professor (a different Wake Forest faculty member each semester, rotating academic disciplines). The Wake Forest residential programs are Casa Artom in Venice, Italy; Flow House in Vienna, Austria; and Worrell House in London, England. Wake Forest offers two advanced language programs in Dijon, France, and Salamanca, Spain. Additional Wake Forest semester programs are offered in Hirakata, Japan; Cambridge, England; and Santiago, Chile. For program details visit http://studyabroad.wfu.edu.

Wake Forest Summer Programs

Wake Forest Summer Programs offer courses across many academic disciplines and many locations around the world. Different types of

study are offered such as intensive language study, field study, internship courses, and standard courses. More than 20 Wake Forest faculty-led programs are offered each summer. Explore the study abroad website, http://studyabroad.wfu.edu for upcoming program options.

Study Abroad in Affiliate Programs

Students wishing to study abroad on an Affiliate program must visit the Center for International Studies for assistance. Affiliate programs are approved study abroad programs offered through program providers or other universities. The CIS maintains an online database of approved Affiliate programs at http://studyabroad.wfu.edu. In addition, the CIS has a collection of printed materials of approved programs. All students planning to study abroad are required to attend an information session. The CIS staff advises students about their program options. Students will not receive credit for participation on any unapproved study abroad program.

Course Approval Process. Once a student is accepted to a study abroad program, he or she must start the course approval process by scheduling an appointment with a study abroad adviser. In no case may a student undertake study elsewhere without completing this process in advance to the satisfaction of the CIS, registrar's office, and the academic departments which oversee course credit approval. Students may not register for fewer than twelve hours or more than seventeen hours on a semester study abroad program without the permission of a dean. Department chairs approve specific courses and the number of credit hours earned for those courses.

Grades for approved courses on Affiliate study abroad programs will appear on the Wake Forest University transcript, but will NOT be calculated into the Wake Forest grade point average. (See section on transfer credit in the *Wake Forest University Undergraduate Bulletin*.) Students must follow the drop/add policies of the host institution. If the program does not have any relevant policies, then the Wake Forest policy is applied. If a student withdraws from a study abroad program, he or she must notify the Center for International Studies and the registrar's office; the rules for withdrawal, as stated in the *Undergraduate Bulletin*, also apply. For more information, consult the CIS.

Students may request to have scholarship and financial aid applied toward Affiliate programs. Scholarships for study abroad are also available. Additional information is available in the CIS and the Office of Student Financial Aid.

Eligibility for Study Abroad

To receive academic credit for courses taken outside the U.S. on an Affiliate Program (approved non-Wake Forest University program), students must:

1. **Not be on probation or suspension** from Wake Forest,
2. **Obtain approval of the program from the Center for International Studies** before applying,
3. **Fulfill all required steps of the study abroad process** as outlined by the Center for International Studies, and
4. **Attend a mandatory pre-departure orientation.**

No student possessing less than a 2.0 cumulative grade point average in either of the undergraduate schools will receive credit on an Affiliate Program.

activities on campus

Christmas Lovefeast and Candlelight Service

The 46th Annual Christmas Lovefeast and Candlelight Service will take place on Sunday, December 5, 2010 at 8 p.m. in Wait Chapel. The Lovefeast includes a luminary-lined Hearn Plaza, lighted, beeswax candles with red, crepe-paper ruff, music, and sweetened buns and coffee. As they partake, the participants are asked to pray in love for one another, especially for those seated on either side of them. This Moravian-style Lovefeast is one of the most sensory-rich experiences of the Wake Forest holiday season.

Family Weekend

During this weekend, the parents and families of Wake Forest students are invited to attend scheduled activities including the football game, parent information sessions, headline entertainment in Wait Chapel, and Sunday brunch. Family Weekend will be held October 1-October 3, 2010. The event is sponsored by the Student Union.

The Fine Arts

Throughout the year there are numerous opportunities to attend programs in music, art, theater, and dance. These are generally held in Scales Fine Arts Center or Wait Chapel and are publicized in the Old Gold & Black, posters, wakestudent.com and WFDD.

Founders' Day

This event commemorates the founding of Wake Forest in 1834 and is held at the beginning of February in Wait Chapel. Student and faculty excellence awards are presented during this event.

Homecoming

Homecoming is a fall reunion weekend for alumni, friends, and students of Wake Forest. It includes the annual Bonfire, Homecoming football game and social activities organized by Student Union, Student Government, the alumni office, and the Department of Athletics. Homecoming will be held this year on October 8-10, 2010.

Project Pumpkin

http://vsc.groups.wfu.edu/ProjectPumpkin

Project Pumpkin is an annual event sponsored by the Volunteer Service Corps at Halloween time. This year's event will be held October 26th. It brings approximately 1,500 invited children from the Winston-Salem community and pairs them with Wake Forest undergraduates. Throughout the course of their visit, the children trick-or-treat in the residence halls and participate in Halloween carnival games. Don't miss this wonderful experience of giving to children who otherwise might not have a safe and fun Halloween. For more information on becoming involved, contact the Volunteer Service Corps (5290).

Recreation

http://vsc.groups.wfu.edu/campusrec

The campus recreation office provides a recreational sports program for all Wake Forest students. Activities include: intramurals, club sports, aerobics, aquatics, and outdoor pursuits.

Springfest

This annual tradition provides week-long events including Wake 'n Shake dance marathon, a carnival, competitions, coffeehouse featuring student bands, outdoor movies, "Shag on the Mag," and concerts/comedy. Springfest is sponsored by the Student Union.

Secrest Artists Series

The Secrest Artists Series has a long and distinguished history of presenting, at no cost to

students, staff, and faculty, performing artists of national and international reputation. Considered as education and entertainment of the highest quality, such celebrated performers as Itzhak Perlman, Christopher Parkening, Ravi Shankar, Doc Severinsen and his Big Band, Denyce Graves, and the National Symphony with Leonard Slatkin, have appeared on the Secrest Series. Each event is accompanied by a pre-concert talk and/or a residency activity by the artist. Occasionally, professors will offer extra credit for attendance at a Secrest event.

The 2010-11 season continues with five stellar events. Free tickets for students are available at the ticket office in the Benson Center the week of each performance upon presentation of a valid student ID. Tickets can be purchased for family and friends at the University Theatre box office in the Scales Fine Arts Center.

Neil Berg's 100 Years of Broadway

Saturday, September 18
Wait Chapel, 7:30 p.m.

Neil Berg's widely acclaimed "100 Years of Broadway" is a musical revue of Broadway's most celebrated shows, features a dazzling cast of Broadway stars accompanied by an all-star New York band. "100 Years of Broadway" recreates the biggest moments from the most beloved shows of the century including The Phantom of the Opera, South Pacific, My Fair Lady, Chicago, Les Miserables, CATS, Jesus Christ Superstar and Jekyll & Hyde, to name a few. These amazing performers light up the stage with songs from the very hit shows in which they starred, as well as other notable Broadway shows. Berg presents brilliantly revived arrangements of Broadway classics, as well as fantastic numbers from Broadway's newest hits.

Kremerata Baltica Chamber Orchestra

www.kremerata-baltica.com
Tuesday, November 9
Wait Chapel, 7:30 p.m.

Founded in 1997 by the renowned violinist Gidon Kremer, the Grammy-award winning chamber orchestra Kremerata Baltica is already considered one of the most prominent international ensembles in Europe. Although it originally began as a "birthday present to myself" to celebrate his 50 years of life in 1997, Gidon Kremer immediately envisaged the potential behind the 27-member ensemble of young musicians as a medium to share his rich artistic experience with the new generation and, at the same time, to promote and inspire the musical and cultural life of the Baltics. The high artistic quality of the ensemble is the result of the exceptional talent of the individual musicians and Kremer's innovative approach to repertoire. Kremerata Baltica is composed exclusively of talented young musicians from the Baltic States and is supported by the Ministries of Culture of Estonia, Latvia and Lithuania, making the group the de facto cultural ambassadors of the regio .

Abraham Inc.

www.abrahaminc.com
Thursday, January 27
Location: TBA, 7:30 p.m.

An unprecedented collaboration between three cultural visionaries: David Krakauer, champion of klezmer music and world-class clarinetist; legendary funk trombonist and arranger Fred Wesley, celebrated for his work with James Brown and George Clinton; and hip-hop renegade and beat architect SoCalled. Abraham Inc. heralds a time when boundaries are eroding, mutual respect is presumed, and musical traditions can hit with full force without concession or appropriation. Backed by a three-piece horn section led by Wesley plus musicians who collaborate frequently with Krakauer and Socalled—and the result is an all-out klezmer-funk dance party.

Tord Gustavsen and Danish Jazz Trio
tordgustavsen.com
Thursday, March 24
Brendle Hall, 7:30 p.m.

Renowned jazz pianist Tord Gustavsen studied jazz piano, theory and history at the Conservatory of Music on Trondheim, Norway. Tord Gustavsen has released a trilogy of trio albums that proved both a popular and a critical success (cf. The Critics). The trio has toured extensively world-wide, crystallizing its musical approach and developing new compositions. It's still very melodic and romantic music. It displays a striking, spacious 'Nordic-Caribbean-gospel-bluesy' fresh feel while presenting Tord Gustavsen's original compositions. But the trio employs more dynamics and explores some new musical fields in its interaction on the last recording. The musicians are just as uncompromising in their search for beauty as they are in their search for a creative approach with fresh phrasing and imaginative playing.

Wake Forest University expresses its deep appreciation to Mrs. Marion Secrest and her husband, the late Dr.Willis Secrest for generously endowing the Secrest Artist Series.

activities off-campus

All the listings in this section are for informational purposes only. The University does not endorse or promote the businesses named.

Movie Theaters

Carmike 10
3640 Reynolda Road/336.922.1301

Films on Fourth
Stevens Center on 4th St./336.722.8269
www.cinemasociety.org

The Grand
5601 University Parkway/336.661.1125
www.thegrandtheatre.com

Marketplace $2 Cinema
2095 Peter's Creek Parkway/
336.725.4646

Wynnsong 12
1501 Hanes Mall Blvd./336.765.5875

Outdoors

Dixie Classic Fair
October 1-10, 2010

The Dixie Classic Fair is an annual Winston-Salem exposition of the area's agriculture, economic, and cultural life. It is held each fall at the Dixie Classic Fairgrounds, which is part of the recreational/sporting complex that includes the Lawrence Joel Veterans Memorial Coliseum and Annex.

The fair offers food, educational displays, exhibits of livestock and agriculture, arts and crafts, carnival rides, as well as grandstand, outdoor musical and midway entertainment. Entrance fee $8.

Pilot Mountain and Hanging Rock State Park
hanging.rock@ncmail.net

For breathtaking views of the Piedmont area, take an afternoon trip to either of these natural wonders. At Pilot Mountain, you drive your car to the top and hike a short distance. At Hanging Rock State Park, you park your car towards the bottom and hike to the top.

To get to Pilot Mountain, take University Parkway north to US 52. Take 52 N for about 20 miles and watch for signs. It takes about thirty minutes to get to Pilot Mountain from campus.

To get to Hanging Rock, take University Parkway north to the Stanleyville exit on route 66 and go about 15-20 miles; watch for signs. The ride to Hanging Rock takes about 45 minutes from campus.

Tanglewood Park
Over 1,000 public acres of year-round fun make Tanglewood a diverse attraction. Enjoy tennis, canoeing, horseback riding, swimming, fishing, fifty-four holes of golf, bicycling, and natural beauty. The park is on Hwy 158, off I-40 west of Winston-Salem. Take Silas Creek Parkway south; exit on Business 40 west, which will join I-40 Bypass west. Exit at Tanglewood Park/Bermuda Run (Exit 182), turn left, and follow the signs. There is a $2 entrance fee per car.

Westbend Vineyards
You can take a tour of the vineyard and the wine processing facility; sample tastings are available. Westbend is located along the Yadkin River in western Forsyth County. There are forty acres of varietal grapes. Take Silas Creek Parkway south; exit to I-40 west. From I-40 take US 421 (to the right toward Yadkinville) to the Shallowford Road exit. Go left on Shallowford Road for two miles, and then left onto Williams Road. The vineyard is on the left.

Arts and Culture

Museum of Early Southern Decorative Arts (MESDA)
336.721.7360

MESDA is the nation's only museum solely devoted to the research and display of

Southern decorative arts. There are guided tours through the museum's nineteen period rooms and six galleries that display the life of the seventeenth to nineteenth centuries. Entrance fee is $21 for Old Salem, and MESDA. (Fee is subject to change.) Wake Forest students admitted free with a valid ID. Includes several buildings and museums.

Piedmont Craftsmen

336.725.1516

This group represents about 400 craftsmen and has been called "a showcase for Southern crafts" by the New York Times. In the gallery and shop, works in fiber, glass, wood, pottery, and metal are displayed year-round. The annual Piedmont Crafts Fair will be held November 20-21, 2010. Admission is $7 or $6 for students with a valid Wake Forest ID.

Reynolda House Museum of American Art

www.reynoldahouse.org

336.758.5150

Designed and built in 1914-1917, Reynolda House holds a noteworthy collection of eighteenth, nineteenth, and twentieth century American paintings, prints, and sculpture. The House is within walking distance of campus. You can take a stroll through the Reynolda Gardens to reach the House. Look for the path that is located behind Winston Hall (the biology building). Entrance fee for adults is $10, seniors $9. No charge for students with a valid ID.

Sawtooth Center for Visual Art

www.sawtooth.org

336.723.7395

The Sawtooth Center is located in the heart of downtown on Marshall Street. It features three large galleries for art collections and offers year-round classes in ceramics, graphics, fiber, metal, photography, and wood. Afternoon and evening classes are available. The Sawtooth Center is part of Winston Square, which has meeting facilities, a restaurant, and a summertime amphitheater for lunchtime concerts.

Southeastern Center for Contemporary Art (SECCA)

www.secca.org

336.725.1904

Founded in 1956, SECCA is nationally recognized as a showcase for the contemporary works of painters, sculptors, printmakers, and other artists in an eleven- Southeast state area. SECCA offers a year-round schedule of exhibitions, lectures, and programs in the arts. It is located about five minutes from campus off Reynolda Road, right turn on Marguerite Drive. It has a great gift shop. Admission is free.

Roger L. Stevens Center For the Performing Arts

www.ncarts.edu/stevenscenter

336.721.1945

The Stevens Center, located downtown, is a 1,400 seat former vaudeville theater from the 1920s that was restored and reopened in 1983. It is home to the Winston-Salem Piedmont Triad Symphony.

Winston-Salem Delta Fine Arts Center

www.deltafinearts.org

336.722.2625

The Delta Center is the city's oldest incorporated African-American not-for-profit cultural organization. It offers free classes in the arts and humanities, lectures, arts workshops, exhibits, and performances by professional artists.

Winston-Salem Piedmont Triad Symphony

www.wssymphony.org

336.725.1035

Offers a full annual concert schedule with over sixty-five concerts each year in Winston-Salem and other cities. Student tickets are $5 one half hour before most performances.

Other Attractions

Bethabara Park

336.924.8191

Bethabara was founded by the Moravians during the mid-eighteenth century. There are tours of the restored buildings that display early Moravian culture. The park is located on Bethabara Road off University Parkway, about five minutes from campus. Tours are $2 for adults and $1 for children.

Old Salem

336.721.7350

The town of Salem was founded by the Moravians in 1766. Today, over eighty structures have been restored on one of America's most authentic colonial sites. Entrance fee is $21 for Old Salem, and MESDA. (Fee is subject to change.)Special events that replicate early traditions are scheduled at Thanksgiving, Christmas, and Easter (sunrise service). Old Salem is located in the south end of town, about ten miles from campus. It borders Salem College, Salem Academy, and Main Street. Wake Forest students admitted free with a valid ID.

Sports

For sports fans, Winston-Salem has plenty to offer in many areas: Wake Forest football is played in Groves Stadium, while basketball games are held in the Lawrence Joel Veterans Memorial Coliseum. Wake Forest's baseball team team plays at Ernie Shore Field next to BB&T Field. Winston-Salem also has a minor league baseball team, Winston-Salem DASH. Their games are played in the new BB&T ballpark downtown. For anyone interested in ice skating, there is a rink in the Coliseum Annex next to the Coliseum. The closest bowling alley to Wake Forest is Northside Lanes on North Patterson Avenue.

Golf Courses (public)

Heather Hills Golf Course
336.788.5785

Long Creek Club
336.924.5226

Reynolds Park Golf Course
336.650.7660

Tanglewood Golf Course
336.778.6320

Wilshire Golf Course
336.788.7016

Winston Lake Golf Course
336.727.2703

Local Shopping and Services

Bed and Breakfast

Brookstown Inn
200 Brookstown Ave., 336.725.1120

Manor House at Tanglewood
4061 Clemmons Rd. 336.778.6370

Shaffner House
150 S. Marshall St., 336.777.0052

Summit Street Inns
420 Summit St., 336.777.1887

Augustus T. Zevely Inn
803 S. Main St., 336.748.9299

Bicycle Shops/Maintenance

Ken's Bike Shop
2750 Reynolda Road, 336.724.9688

Paul's Schwinn
2405 Buchanan St., 336.777.1002

Bookstores

Barnes & Noble
1925 Hampton Inn Ct., 336.774.0800

Borders
252 S. Stratford Rd., 336.727.8834

Groceries

Food Lion
7760 North Point Blvd., 336.759.0400

Fresh Market
3285 Robinhood Rd. 336.760.2519

Harris Teeter
440 S. Stratford Rd., 336.723.2305
3508 Yadkinville Rd., 336.924.5550
1955 N. Peacehaven Rd., 336.760.0116

Lowe's Foods
2890 Reynolda Rd., 336.725.7759

Whole Foods Market
41 Miller St., 336.722.9233

Hotels and Inns

The Winston-Salem Marriott
425 North Cherry St., 336.725.3500

Courtyard by Marriott
3111 University Pkwy., 336.727.1277

Graylyn International Conference Center
1900 Reynolda Rd., 336.758.2600

Hawthorne Inn & Conference Center
420 High St., 336.777.3000

Holiday Inn Select
5790 University Pkwy., 336.767.9595

Residence Inn by Marriott
7835 North Point Blvd., 336.759.0777

Sundance Plaza Hotel
3050 University Pkwy., 336.723.2911

Pharmacies

CVS Drug Stores
5471 University Pkwy., 336.744.2320
3325 Robinhood Rd., 336.768.8251

Eckerd Drug
3601 Reynolda Rd., 336.924.9366
240 S. Stratford Rd., 336.725.8311
2810 University Pkwy., 336.724.2458

Walgreen Drug Store
3488 Robinhood Rd., 336.659.6393

Shopping Centers

Hanes Mall
Silas Creek Parkway (has over 200 shops and services, including five department stores, restaurants, and specialty shops), 336.765.8321

Marketplace Mall
Peters Creek Pkwy., 336.722.7779

Reynolda Village
Reynolda Rd., 336.758.5584

Sherwood Plaza Shopping Center
(Lowe's Supermarket, TJ Maxx)
Robinhood Rd.

Stratford Oaks Shoppes
S. Stratford Rd., 336.722.3410

Thruway Shopping Center
S. Stratford Rd.

Wal-Mart
E. Hanes Mill Rd., (open 24 hours), 336.377.9194
Hanes Mall Blvd., 336.760.9868

Telephone Information Line

First Line 336.727.8100
Forsyth Co. Directory of Community Resources

Tel-Med 336.760.3062
A library of tape-recorded health messages free and available 24 hours a day, 7 days a week.

Restaurant and Discounts

For more information on local restaurants and to see menus and reviews, visit www.wakestudent.com. Student discounts are available at restaurants and other places frequented by Wake Forest students. In order to receive discounts, students must present a valid ID. For a complete list of student discounts, retail addresses, maps, and phone numbers, visit www.wakestudent.com/discounts.

Restaurants

Visit www.wakestudent.com for more information on area dining.

average entree cost: $ = $6 or less; $$ = $6–12; $$$ = $12+

1703 Restaurant $$$
1703 Robinhood Rd., 336.725.5767

6th & Vine $$
209 W. 6th St., 336.725.0150

Basmati $$
3088 Healy Dr., 336.794.9206

Beef O'Bradys $$
3348 Robinhood Rd., 336.760.5797

Bleu $$$
3425 Frontis St., 336.760.4943

Burke St. Pizza $$
1140 Burke St., 336.721.0011

Cha Da Thai $$
420 Jonestown Rd., 336.659.8466

Cities Grill & Bar $$
2438 S. Stratford Rd., 336.765.9027

Coppola's Pizzeria $$
Reynolda Commons Center, 336.922.1190

Cotton Mill $$$
200 Brookstown Ave., 336.725.1112

Diamondback Grill $$-$$$
753 N. Avalon Rd., 336.722.0006

Dioli's Italian Market $$
2898 Reynolda Rd., 336.724.9900

Elizabeth's Restaurant & Pizzeria $
2824 University Pkwy., 336.724.4650

Finnigan's Wake $$
620 N. Trade St., 336.724.6655

Foothills Brewing $$
638 W. 4th St., 336.777.3348

Fourth Street Filling Station $$
871 W. 4th St., 336.724.7600

Franco's Italian Restaurant $$
420 Jonestown Rd., 336.659.7778

Golden India $$
2837 Fairlawn Dr., 336.777.0004

Ichiban $$
270 S. Stratford Rd., 336.725.3050

Jason's Deli $$
Hanes Mall Blvd., 336.794.0015

K&W Cafeterias $
3300 Healy Dr., 336.768.1066
800 E. Hanes Mill Rd., 336.661.0504

Kanpai $$$
1438 S. Stratford Rd., 336.768.7799

La Carreta $$
725 Coliseum Dr., 336.722.3709

Little Richard's Bar-B-Que $
4885 Country Club Rd., 336.760.3457

Macaroni Grill $$
1915 Hampton Inn Ct., 336.765.6676

Mary's of Course! Cafe $$
723 Trade St., 336.725.5764

Mayberry Ice Cream Restaurant $
1114-D Reynolda Village, 336.722.2948
50 Miller St., 336.724.3682

Mellow Mushroom $$
314 W. 4th St., 336.245.2820

Midtown Cafe & Dessertery $$
151 Stratford Rd., 336.724.9800

Milner's $$$
630 S. Stratford Rd., 336.768.2221

Mountain Fried Chicken $
5475 University Pkwy., 336.767.1676

New Town Bistro $$
420 Jonestown Rd., 336.659.8062

Panera Bread Co. $$
2209 Cloverdale Ave., 336.722.0900

Putter's Patio & Grill $$
3005 Bonhurst Dr., 336.724.9990

Qdoba Mexican Grill $$
57 Miller St., 336.724.9873

Quizno's $
7815 North Point Blvd., 336.759.2762

Royal Thai $$$
514 S. Stratford Rd., 336.777.1597

River Birch Lodge $$$
3324 Robinhood Rd., 336.768.1111

Sakura Japanese Restaurant And Sushi Bar $$
548 S. Stratford Rd., 336.777.8744

Salem Tavern $$$
736 S. Main St., 336.748.8585

Steak and Shake $
4684 North Patterson Ave.,
336.744.7078

Sweet Potatoes $$
529 N. Trade St., 336.727.4844

The Loop Pizza Grill $$
320 S. Stratford Rd., 336.703.9881

Twin City Chop House $$$
115 S. Main St., 336.748.8600

Twin City Diner $$
1425 W. 1st St., 336.724.4203

Village Tavern $$
221 Reynolda Village, 336.748.0221

West End Cafe $-$$
926 W. 4th St., 336.723.4774

Coffeehouses

Chelsea's Coffee Shop
533 N. Trade St., 336.703.1503

Krankies
211 E. Third St., 336.722.3016

Simplyummy
122 Reynolda Village, 336.724.9779

Starbuck's Coffee
3331 Robinhood Rd., 336.768.1221
2005 Frontis Plaza Rd., 336.765.2716
110 Oakwood Dr., 336.721.0021

Pizza Delivery

Domino's 336.759.2011

Papa John's 336.725.9700

Vincenzo's 336.765.3707

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fall

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fall 2010/spring 2011

sports

spring

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birthdays/special dates

calendar snapshot

Fall Semester 2010

August 19	Thursday	Move-in day for new students*
August 20-23	Friday-Monday	Orientation for new students
August 21-22	Saturday-Sunday	Residence halls open for returning students*
August 23-24	Monday-Tuesday	Check in/Registration
August 25	Wednesday	Classes begin
September 8	Wednesday	Last day to add courses**
September 29	Wednesday	Last day to drop courses**
October 15	Friday	Fall break
October 20	Wednesday	Midterm grades due
November 24-28	Wednesday-Friday	Thanksgiving holiday*
November 29	Monday	Classes resume
December 3	Friday	Classes end
December 4	Saturday	Reading day
December 6-11	Monday-Saturday	Examinations
December 12	Sunday	All residence halls close*
Dec. 12-Jan. 7		Winter recess

Spring Semester 2011

January 8	Saturday	Residence halls open*
January 9-11	Sunday-Tuesday	Orientation for new students Residence halls open*
January 11	Tuesday	Check in/Registration
January 12	Wednesday	Classes begin
January 17	Monday	Martin Luther King Jr. Day—no classes
January 26	Wednesday	Last day to add courses**
February 16	Wednesday	Last day to drop courses**
February 17	Thursday	Founders' Day Convocation
March 7-11	Monday-Friday	Spring Break*
March 9	Wednesday	Midterm grades due
March 14	Monday	Classes resume
April 22	Friday	Good Friday—no classes
April 27	Wednesday	Classes end
April 28	Thursday	Reading day
April 29-30	Friday-Saturday	Examinations
May 2-5	Monday-Thursday	Examinations*
May 15	Sunday	Baccalaureate
May 16	Monday	Commencement*

* *Consult Residence Life and Housing for schedule of opening and closing times.*

** *For courses taught in less than the full term's duration (e.g., 7.5 week classes), proportional drop and add deadlines will be in effect.*

august

16 monday

17 tuesday

18 wednesday

19 thursday

Move-in day for new students
9:30 p.m. Outdoor movie, Manchester Plaza

20 friday

New-student orientation
8 p.m. Spirit of Wake Forest, Wait Chapel
10 p.m. Tom DeLuca, Hypnotist, Brendle Recital Hall

21 saturday

New-student orientation
Residence halls open for returning students
6-7 p.m. Taste of Winston-Salem
7 p.m. Men's soccer vs. Georgia State

22 sunday

New-student orientation
Residence halls open for returning students
10 p.m. WakeFest, Benson Center

s	m	t	w	t	f	s
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

august 2010

monday 23

New-student orientation
Check-in/registration
Pros vs. Joes
7 p.m. Women's soccer vs. UNC Greensboro

tuesday 24

Check-in/registration
7-9 p.m. "Cruisin to Wake", Manchester Plaza

wednesday 25

Classes begin

thursday 26

friday 27

7 p.m. Volleyball vs. Coastal Carolina

saturday 28

12:30 p.m. Volleyball vs. East Tennessee State
7 p.m. Volleyball vs. Georgia
10 p.m.-2 a.m. aWAKE all Night, Benson Center

sunday 29

s	m	t	w	t	f	s
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

august 2010

30 monday

31 tuesday

1 wednesday

2-5 p.m. Student Activities Fair, Manchester Plaza

2 thursday

6:30 p.m. Football vs. Presbyterian

3 friday

3 p.m. Field Hockey vs. North Carolina
6 p.m. Wake Forest Cross Country at Wake Forest Relays
7:30 p.m. Women's soccer vs. LSU

4 saturday

1 p.m. Field Hockey vs. Lafayette

5 sunday

2 p.m. Women's soccer vs. Kentucky
7 p.m. Men's soccer vs. Akron

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26	27	28	29	30		

september 2010

monday 6

Labor Day

tuesday 7

7 p.m. Field Hockey vs. Longwood

wednesday 8

Last day to add classes

thursday 9

Rosh Hashanah

friday 10

Rosh Hashanah
7 p.m. Men's soccer vs. Clemson
7 p.m. Volleyball vs. West Virginia

saturday 11

9 a.m. Wake Forest Cross Country at Wake Forest vs. Duke
12 p.m. Football vs. Duke
12:30 p.m. Volleyball vs. Campbell
1 p.m. Field Hockey vs. Duke
7 p.m. Volleyball vs. East Carolina

sunday 12

s	m	t	w	t	f	s
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19	20	21	22	23	24	25
26	27	28	29	30		

september 2010

september

13 monday

14 tuesday

11 a.m. - 4 p.m. Study Abroad Fair, 401 Benson Center

15 wednesday

16 thursday

17 friday

World Culture Festival, Manchester Plaza

18 saturday

Yom Kippur
Moon Festival, Manchester Plaza
100 Years of Broadway, Wait Chapel
7 p.m.-midnight Rock the Block, Downtown Winston-Salem

19 sunday

1 p.m. Field Hockey vs. Ohio State
1 p.m. Women's soccer vs. South Carolina

s	m	t	w	t	f	s
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

september 2010

monday 20

tuesday 21

7 p.m. Men's soccer vs. College of Charleston

wednesday 22

thursday 23

friday 24

Fall at the Forest

saturday 25

1 p.m. Field Hockey vs. Maryland

sunday 26

1 p.m. Women's soccer vs. Clemson

s	m	t	w	t	f	s
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

september 2010

september/october

27 monday
1 p.m. Field Hockey vs. Stanford

28 tuesday
1 p.m. Field Hockey vs. Stanford

29 wednesday
Last day to drop classes

30 thursday
11 a.m.-7 p.m. Hit the Bricks, Hearn Plaza
7 p.m. Volleyball vs. Maryland

1 friday
Family Weekend
Dixie Classic Fair
7 p.m. Men's soccer vs. Virginia Tech
7 p.m. Volleyball vs. Boston College

2 saturday
Family Weekend
Dixie Classic Fair
Football vs. Georgia Tech

3 sunday
Family Weekend
Dixie Classic Fair
1 p.m. Field Hockey vs. California

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17	18	19	20	21	22	23
24	25	26	27	28	29	30

october 2010

october

monday 4

Dixie Classic Fair

tuesday 5

Dixie Classic Fair
7 p.m. Men's soccer vs. Appalachian State

wednesday 6

Dixie Classic Fair
7 p.m. Volleyball vs. North Carolina

thursday 7

Dixie Classic Fair
Homecoming Bonfire
7 p.m. Women's soccer vs. North Carolina State

friday 8

Homecoming Weekend
Dixie Classic Fair
Lupe Fiasco Concert, Joel Coliseum
7 p.m. Volleyball vs. North Carolina State

saturday 9

Homecoming Weekend
Dixie Classic Fair
Football vs. Navy

sunday 10

Homecoming Weekend
Dixie Classic Fair

s	m	t	w	t	f	s
31					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

october 2010

october

11 monday — Columbus Day

12 tuesday

13 wednesday — 6 p.m. Field Hockey vs. Radford

14 thursday

15 friday — Fall break

16 saturday

17 sunday — 7 p.m. Men's soccer vs. North Carolina State

s	m	t	w	t	f	s
31					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

october 2010

monday 18

tuesday 19

wednesday 20

Mid-term grades due

thursday 21

7 p.m. Women's soccer vs. Maryland

friday 22

saturday 23

sunday 24

1 p.m. Women's soccer vs. Boston College
2 p.m. Field Hockey vs. Appalachian State
7 p.m. Worship in Wait, Wait Chapel

s	m	t	w	t	f	s
31					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

october 2010

october

25 monday

26 tuesday

22nd Annual Project Pumpkin, Hearn Plaza

27 wednesday

28 thursday

29 friday

7 p.m. Volleyball vs. Georgia Tech

30 saturday

6 p.m. Volleyball vs. Clemson
7 p.m. Men's soccer vs. Boston College

31 sunday

Halloween
5 p.m. Women's soccer vs. North Carolina

s	m	t	w	t	f	s
31					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

october 2010

november

monday 1

tuesday 2

wednesday 3

thursday 4
Field Hockey ACC Championship

friday 5
Diwali
Field Hockey ACC Championship

saturday 6

sunday 7
Football vs. Boston College

Daylight Savings Time Ends
Field Hockey ACC Championship

s	m	t	w	t	f	s
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

november 2010

november

8 monday

9 tuesday

Kremerata Baltica, Wait Chapel
7 p.m. Volleyball vs. North Carolina Central

10 wednesday

11 thursday

Veteran's Day

12 friday

13 saturday

s	m	t	w	t	f	s
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

november 2010

Field Hockey NCAA First Round

14 sunday

Field Hockey NCAA Second Round

november

monday 15

tuesday 16

wednesday 17

thursday 18

7 p.m. Volleyball vs. Virginia Tech

friday 19

Field Hockey NCAA Championship
7 p.m. Volleyball vs. Virginia

saturday 20

Class of the Finest
Piedmont Crafts Fair
Pigskin Pig Out/Football vs. Clemson

sunday 21

Field Hockey NCAA Championship
Piedmont Crafts Fair

s	m	t	w	t	f	s
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

november 2010

november

22 monday

23 tuesday — 7 p.m. Volleyball vs. Duke

24 wednesday — Thanksgiving Holiday

25 thursday — Thanksgiving Holiday

26 friday — Thanksgiving Holiday

27 saturday

28 sunday

s	m	t	w	t	f	s
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

november 2010

monday 29

Classes resume

tuesday 30

wednesday 1

thursday 2

friday 3

Classes end

saturday 4

sunday 5

Reading day

8 p.m. Lovefeast, Wait Chapel

s	m	t	w	t	f	s
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

december 2010

december

6 monday — Examinations

7 tuesday — Examinations

8 wednesday — Examinations

9 thursday — Examinations

10 friday — Examinations

11 saturday

s	m	t	w	t	f	s
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

december 2010

Examinations
Residence halls close

12 sunday

Winter recess

monday 13

Winter recess

tuesday 14

Winter recess

wednesday 15

Winter recess

thursday 16

Winter recess

friday 17

Winter recess

saturday 18

Winter recess

sunday 19

Winter recess

s	m	t	w	t	f	s
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

december 2010

20 monday — Winter recess

21 tuesday — Winter recess

22 wednesday — Winter recess

23 thursday — Winter recess

24 friday — Winter recess

25 saturday — Christmas Day, Winter recess

26 sunday — Winter recess

s	m	t	w	t	f	s
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

december 2010

monday 27

Winter recess

tuesday 28

Winter recess

wednesday 29

Winter recess

thursday 30

Winter recess

friday 31

Winter recess

saturday 1

New Year's Day
Winter recess

sunday 2

Winter recess

s	m	t	w	t	f	s
30	31					1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

january 2011

january

3 monday — Winter recess

4 tuesday — Winter recess

5 wednesday — Winter recess

6 thursday — Winter recess

7 friday — Winter recess

8 saturday

s	m	t	w	t	f	s
30	31					1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

january 2011

Resience halls open

9 sunday

Orientation for new students

monday 10

Orientation for new students

tuesday 11

Check-in/Registration

wednesday 12

Classes begin

thursday 13

friday 14

saturday 15

sunday 16

s	m	t	w	t	f	s
30	31					1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

january 2011

january

17 monday — Martin Luther King Holiday - no classes

18 tuesday

19 wednesday

20 thursday

21 friday

22 saturday

23 sunday

s	m	t	w	t	f	s
30	31					1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

january 2011

monday 24

tuesday 25

Last day to add classes

wednesday 26

thursday 27

Abraham, Inc., Location TBA

friday 28

saturday 29

sunday 30

s	m	t	w	t	f	s
30	31					1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

january 2011

31 monday

1 tuesday

2 wednesday Groundhog Day

3 thursday

4 friday

5 saturday

6 sunday

s	m	t	w	t	f	s
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

february 2011

monday 7

tuesday 8

wednesday 9

thursday 10

friday 11

saturday 12

Lincoln's Birthday

sunday 13

s	m	t	w	t	f	s
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

february 2011

february

14 monday — Valentine's Day

15 tuesday

16 wednesday — Last day to drop classes

17 thursday — 4 p.m. Founders' Day Convocation, Wait Chapel

18 friday

19 saturday

20 sunday

s	m	t	w	t	f	s
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

february 2011

monday 21

Washinton's Birthday

tuesday 22

wednesday 23

thursday 24

friday 25

saturday 26

sunday 27

s	m	t	w	t	f	s
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

february 2011

28 monday

1 tuesday

2 wednesday

3 thursday

4 friday

5 saturday

6 sunday

s	m	t	w	t	f	s
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

march 2011

monday 7

Spring break

tuesday 8

Spring break

wednesday 9

Spring break
Mid-term grades due

thursday 10

Spring break

friday 11

Spring break

saturday 12

sunday 13

Daylight Savings Time begins

s	m	t	w	t	f	s
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

march 2011

march

14 monday — Classes resume

15 tuesday

16 wednesday

17 thursday — St. Patrick's Day

18 friday

19 saturday

20 sunday

s	m	t	w	t	f	s
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

march 2011

Springfest

monday 21

Springfest

tuesday 22

Springfest

wednesday 23

Springfest

thursday 24

Springfest

friday 25

saturday 26

Springfest

sunday 27

s	m	t	w	t	f	s
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

march 2011

28 monday

29 tuesday

30 wednesday

Reynolda Film Festival

31 thursday

Reynolda Film Festival

1 friday

April Fool's Day
Reynolda Film Festival

2 saturday

Reynolda Film Festival

3 sunday

s	m	t	w	t	f	s
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

april 2011

monday 4

tuesday 5

wednesday 6

thursday 7

friday 8

saturday 9

sunday 10

s	m	t	w	t	f	s
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

april 2011

april

11 monday

12 tuesday

13 wednesday

14 thursday

15 friday — Tax Day

16 saturday

17 sunday

s	m	t	w	t	f	s
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

april 2011

monday 18

tuesday 19

wednesday 20

thursday 21

Earth Day
Good Friday - no classes

friday 22

saturday 23

sunday 24

Easter

s	m	t	w	t	f	s
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

april 2011

25 monday

26 tuesday

27 wednesday Classes end

28 thursday Reading day

29 friday Examinations

30 saturday

s	m	t	w	t	f	s
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

april 2011

Examinations

1 sunday

monday 2

Examinations

tuesday 3

Examinations

wednesday 4

Examinations

thursday 5

Examinations
Cinco de Mayo

friday 6

saturday 7

sunday 8

Mother's Day

s	m	t	w	t	f	s
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

may 2011

9 monday

10 tuesday

11 wednesday

12 thursday

13 friday

14 saturday

15 sunday

s	m	t	w	t	f	s
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

may 2011

Baccalaureate

Commencement
Residence halls close

monday 16

tuesday 17

wednesday 18

thursday 19

friday 20

saturday 21

sunday 22

s	m	t	w	t	f	s
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

may 2011

23 monday

24 tuesday

25 wednesday

26 thursday

27 friday

28 saturday

29 sunday

s	m	t	w	t	f	s
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

may 2011

THE STUDENT HANDBOOK

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WAKE FOREST
UNIVERSITY